



MINUTES

SELECT BOARD

02/02/2021

Present: Select Board Member Bernard W. Greene, Select Board Member Nancy S. Heller, Select Board Member Heather Hamilton, Select Board Member Raul Fernandez, Select Board Member John VanScoyoc

6:00 pm via ZOOM remote participation; a recorded meeting

ANNOUNCEMENTS/UPDATES

Chair Greene: February 16th Representative Jake Auchincloss will attend the Select Board meeting 2 reports are completed relating to allegations on cannabis diversion at Sanctuary Medicinals; they will be available to the public once compiled.

Vice Chair Hamilton announced that the Rotary Club is sponsoring a Valentine's Day dinner event with Vine Rip Grille, and Serenade Chocolatier. Orders are now being taken and the proceeds will support Brookline charities.

Board member Fernandez announced that the Police task force subcommittees have begun their public hearings. So far they have been well attended and respectful. He hopes that the youth population will participate so the committees can hear from them.

Board member VanScoyoc spoke on the remarkable display of courage on the world scene. He was referring to Russian Alexei Navalny, in court today, and provided a raw display of one person's courage standing up to tyranny. He will be imprisoned while recovering from being poisoned not abided by parole conditions. Keep watching this courage in defending democracy.

COVID UPDATE

Dr. Jett, Director of Health and Human Services, provided a brief update

Positive cases 1735 (decreasing)

3 additional deaths not nursing home related

Working on complaints and contact tracing

Vaccine: started a waiting list

Moving to phase 2 to vaccinate those 75 years old and above. Brookline only received 100 doses and there are 2000 on a waiting list. He will be requesting doses from the State

The State has informed them that the limited doses will go directly to the dedicated vaccination sites.

Brookline's Covid case numbers are lower than those hardest hit, and those communities will receive the vaccines first, and will receive the most doses. He hopes that April/May will begin phase three

PUBLIC COMMENT

Chair Greene spoke about his decision on not letting people speak last week at public comment which prompted some social media comments. He had spoken to one of the residents before the meeting and let

3.A.

In Select Board

02/02/2021

Page 2 of 10

him know he would not be able to speak on personnel issues. He added that it was his mistake to allow it previously. One speaker launched personal attacks on me and I exercised my right as chair to terminate his comments. The Chair asked the other Board members to review the public comment policy in efforts to update it to make it workable and clear of its policy.

Mr. Fernandez Sr. submitted a statement regarding a personal police incident he endured and spoke in support of his son, Board member Fernandez who is facing personal attacks and threats. He recognized Board member Fernandez's character and accomplishments while working towards a better community. Board member VanScoyoc spoke on the attacks against board member Fernandez. He was directed to a place where people are vile beyond belief. It calls for us to do some difficult thinking on how we can restrict/respond in some way to the evidence of hate. Hate speech is a crime and I wish I could have responded this way a week ago, but I was unsure what was happening. Raul has my full support whatever he wants to do at this difficult time. He now has a better sense of what he has been put through, and it is very painful.

Chair Greene added that the police are trying to identify the perpetrators; let's be careful not to add much oxygen to this kind of hatred.

Board member Heller added that she has viewed this kind of hate speech many years ago, on a personal level. This is not new, and I urge the use of investigative tools so the perpetrators face some sort of punishment; This is happening all around the country there is so much hate speech.

1. Arthur Conquest said there is a big difference between a personal attack and criticism. I am willing to have a dialog with each of you. He spoke on Board member Fernandez's comments on the Capital attack and the Police Unions response which he feels was mean spirited and borderline racist, and not one Select Board member spoke up for Dr. Fernandez. He also spoke on last week's meeting were two black men were dismissed and rudely banished by the chair.

2. Abby Erdmann spoke on the last week's meeting when the Chair cut off two black speakers, and dismisses Dr. Fernandez time and time again. The Select Board is racists, and their racist actions are not challenged by the other members. Bias is a problem town wide and she challenges this toxic board by voting for change.

3. Jonathan Mande spoke on comments made by the Police Union and Officer Hatchett and that resulted in death threats to Dr. Fernandez. The police have no oversight and Chair Greene failed to do his job. He recommends a civilian oversight committee.

4. Donelle O'Neal TMM#4 said he has an issue with the Select Board's policy on public comment, and feels they are not as transparent as they should be. He feels that the Chair has too much authority and power, and when modifying the policy he proposed adding the Vice Chair to have a role. He added it did not feel good to not be able to speak last week.

5. Deborah Brown TMM#1 said we need a social contract among the Select Board that respects everybody. Sometimes I don't like what people say, but I have seldom seen cutting someone off. We had police officers say you put a bullet on our backs, and that was not interrupted. Than to hear of the threats against Raul. I am witnessing a culture that has allowed that to happen. She asked the Select Board to dig deep or go home.

6. Ryan Black said that the four Select Board members were silent during the police comments, how can we take you seriously. It took you a week to speak up.

MISCELLANEOUS

Question of approving the meeting minutes from Tuesday, January 19 and 26, 2021.

On motion it was,

3.A.

In Select Board

02/02/2021

Page 3 of 10

Voted to approve the meeting minutes from Tuesday, January 19 and 26, 2021 as amended.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

EXTRA WORK ORDER

Question of authorizing an extra work order for D'Allessandro Corporation, Contract No. PW/14-19 "Rental Rates for Snow Plowing and Ice Control" in the amount of \$162,000.

On motion it was,

Voted to authorize an extra work order for D'Allessandro Corporation, Contract No. PW/14-19 "Rental Rates for Snow Plowing and Ice Control" in the amount of \$162,000.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

EXTRA WORK ORDER

Question of authorizing an extra work order for North-Eastern Tree Service Inc., Contract No. PW/20-03 "Upkeep of Trees and Related Work" in the amount of \$50,235.

On motion it was,

Voted to authorize an extra work order for North-Eastern Tree Service Inc., Contract No. PW/20-03 "Upkeep of Trees and Related Work" in the amount of \$50,235.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

AUTHORIZATION TO HIRE- PLANNING DEPT

Question of authorizing the Planning Director to hire a Zoning Coordinator - Planner to fill a vacancy created by a resignation.

On motion it was,

Voted to authorize the Planning Director to hire a Zoning Coordinator - Planner to fill a vacancy created by a resignation.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

CALENDAR

BOARDS AND COMMISSIONS – INTERVIEWS

The following candidates for appointment/reappointment to Boards and Commissions will appear for interview:

3.A.

In Select Board

02/02/2021

Page 4 of 10

Cannabis Mitigation Advisory Committee

Danny Stone

Small Business Development Committee

Tracy Chen

Cannabis Mitigation Advisory Committee: Danny Stone is a Town Meeting member from precinct 10. He would like to be involved in the recommendations related to allocating the impact funds, and see those funds used to promote the Coolidge Corner community and to add beautification to the area. Mr. Stone has experience as a community organizer in Brookline and has been following the process and issues surrounding the Sanctuary Medicals marijuana establishment.

Small Business Development Committee: Tracy Chen has been working with organizations and business owners establishing relationships in efforts to address the diverse needs of the residents. Ms. Chen is a consultant in marketing and digital strategy and can apply her expertise to help small businesses expand their businesses and think outside the regular box. She serves on the Brookline Chinese School Advisory Board, and has been involved in various local organizations.

CHANGE OF CONTROL OF RCN TELECOM SERVICES OF MA PUBLIC HEARING

Presentation and Public Hearing to consider the FCC Form 394 transfer requested seeking the Select Board's approval for a change of control of the Cable Television Franchisee, RCN Telecom Services of MA, LLC, from Radiate Holdings, LP to Stonepeak Associates, IV LLC.

Chair Greene: Good evening. My name is Bernard Greene. I am the chairman of The Select Board, statutory cable television issuing Authority for the town of Brookline, which is holding tonight's Public hearing. I will be chairing this evening's public hearing. With me this evening is the following members of the Select Board: Heather Hamilton, Nancy Heller, Raul Fernandez, and John Vanscoyoc. In addition, Melvin Kleckner, Town Administrator, is in attendance. This hearing is being conducted pursuant to the requirements of the regulations of the Massachusetts division of telecommunications and cable ("dte"), at 207 cmr 4.00. The town published two (2) required public notices of tonight's hearing in the Brookline Tab. A zoom recording is being made of tonight's hearing, as well as a video record. We will provide copies of those notices for tonight's record. We are here tonight to question representatives of Radiate Holdings, L.P. ("Radiate"), as transferor, and Stonepeak Associates, iv LLC ("Stonepeak"), as transferee, regarding their request to have the RCN cable television renewal license in Brookline transferred to Stonepeak on account of the agreement for Stonepeak to purchase Radiate. We understand that the representative of radiate who is with us tonight is Thomas Steele of RCN. The Brookline cable television renewal license in question is held by RCN. Radiate's and Stonepeak's request is contained in the FCC form 394, dated November 30, 2020, which was received by the town on December 7, 2020, which date the town considers the FCC form 394 to be complete. Once the Select Board has concluded this public hearing, it will have until April 7, 2021 to render a decision on Radiate's and Stonepeak's transfer request. As the agenda indicates, we will be questioning representatives of Radiate and Stonepeak on a number of transfer-related matters this evening, including:

The transfer in general; the FCC form 394; the transferee's financial capability; the transferee's management experience; the transferee's technical expertise; the transferee's legal ability to operate the cable system under the existing cable television renewal license; the financial implications of the

3.A.

In Select Board

02/02/2021

Page 5 of 10

transfer; and compliance with the current cable television renewal license & applicable laws.

If Radiate or Stonepeak is unable to answer any questions tonight, written responses should be submitted to Mr. Melvin Kleckner, Brookline Town Administrator, within seven (7) days of tonight's hearing, which will be no later than February 9, 2021.

This is a public hearing and I welcome any input or questions from the public. If you have a question or comment, since this is a zoom virtual meeting, please use the online option to raise your hand. Once acknowledged to speak by our zoom host, please give your name and street address and speak clearly so that there can be an accurate record of everything that you are saying. We have allocated approximately 30 minutes for tonight's hearing.

Thomas Steele, RCN Vice President of Regulatory Council reviewed that RCN has been servicing Brookline residents for over 20 years and enjoys the partnership. Thank you for having this hearing.

(1) Please give the town a brief overview of the FCC form 394 transfer request.

Attorney Michael Nilsson, representing Stonepeak Associates reviewed that RCN will remain operating, remain the franchisee and RCN and Mr. Steele will remain responsible with the regulated compliance. The license does not go anywhere. We are talking about financial ability to run a cable company. Stonepeak chose this asset because it is so well managed and run and they have no plans to change management or operations materially. Services will not change, and you can rely on RCN. Longer term, Stonepeak has a history of finding well run entities. The point of the transaction is to make more resources available to RCN, resulting in better service and improvement in the network. We provided a fairly extensive organizational chart; however Michael Dorrell, CEO and Co-founder ultimately control this, RCN will remain responsible for the operations of the franchise.

(2) What is the corporate structure that will result from this transaction?

Mr. Nilsson: Right now looking at RCN with Radiate above it, TPG, private equity on top essentially we are replacing TPG with Stonepeak. There will be a variety of passive investments.

(3) When do you anticipate Stonepeak to assume control?

Mr. Nilsson: There are many FCC licenses that require approval; we are looking at April 2021 after all FCC approvals are completed.

(4) In the application you talk on increasing resources to cable locally, can you explain financial capability to do so?

Mr. Nilsson: Stonepeak manages 29 billion in investors' money; where the funds will go; those discussions we will have post-closing. Stonepeak is in the position to make financial resources available. Stonepeak will rely on RCN's management. This did go out to bid. The purchase price was \$8.1 billion

(5) Can you speak on Stonepeak's technical expertise and their ability to assume control?

Mr. Nilsson: Stonepeak will rely on RCN's excellent management. The interest was because of their good management. Stonepeak is in the infrastructure business, and telecom business, one being Extranet.

(6) Recognition currently management in place, does Stonepeak have management expertise in the cable business?

Mr. Nilsson: This is their foray in the cable business; this is not a transaction where the buyer is coming in to steer the ship on a day to day basis. There is expertise in the energy and telecom companies. They do

3.A.

In Select Board

02/02/2021

Page 6 of 10

have an expert management team.

(7) Section 3 question 1 of form 394: Does the transferee/assignee certify that it has sufficient net liquid assets on hand available from committed resources to consummate the transaction and operate the facilities for three months?

Attorney Henry Shi: The assets available to consummate the transaction, the cash portion \$3.7 billion Stonepeak has commitments from its investors for the cash portion of the purchase. They are not an operating business; these are not traditional financial statements, but there is a commitment from its investors. The liquid assets to operate, we looked first at their very strong balance sheet to support that kind of ongoing operations.

(8) Are you able to comply with all the conditions of the license.

Mr. Nilsson: Yes, we are not going to do anything to stop them from complying; RCN will be responsible for compliance.

(9) Is there anything in the terms and conditions that you believe you will be unable to comply with?

Mr. Nilsson: No, I am not aware of anything.

(4)) Section I, Part I, Question # 2(b) of the Form 394 asks if the Merger Agreement "...embodies the full and complete agreement between the transferor/assignor and the transferee/assignee? Radiate and Stonepeak have specified that the merger agreement in attachment a does not contain the full agreement. in explaining why it is not the complete agreement, Radiate and Stonepeak have stated that "...the omitted exhibits and schedules contain proprietary information and/or voluminous information which applicants believe is not germane to the franchising authority's consideration of the qualifications of the parties to this application." (see exhibit i.i.2 of the form 394.)

Do you certify omitted information is not germane?

Michael Nilsson: I so certify speaking for Stonepeak

Thomas Steele: I so certify

The representatives from Kelly Drye will submit certification to Mr. Kleckner before our next meeting.

(5) Why is this good for the Town of Brookline, and why it will only get better with the acquisition?

Mr. Nilsson: they are promising to make it measurably better, that is what they are trying to do here.

Mr. Steel: Stonepeak is already involved in the budgeting process that maintains the expansion of the fiber in general.

Mr. Steele: Special thanks to Justin Casanova-Davis Assistant Town Administrator for his due diligence.

Q&A

Board member Fernandez: Regarding cable options in Brookline in some areas there is only one provider, that's it. Do you expect to expand to break up the monopoly in town?

Mr. Steele: RCN is still expanding; sometimes we can get a service account with apartment buildings.

Underground construction is expensive to dig in an urban setting like Brookline. Stonepeak is supportive of us to spend money where we can.

Board member Heller: Any plans for rate increases?

Mr. Nilsson: There are no plans that I am aware of to increase rates.

3.A.

In Select Board

02/02/2021

Page 7 of 10

Public hearing: no speakers. The hearing is closed

Board member VanScoyoc: I notice this is the third time in ten years the company sold to equity firm, is that true?

Mr. Steele: Yes, 2010, 2017 and now.

Board member VanScoyoc: How can price go higher and higher, it looks like mounting debt obligations. Where are these extra resources coming from?

Mr. Nilsson: What you are describing happens in private equity. Failing firms get pumped with debt and get out. RCN was approached because it was well run. I can't tell you why the last two firms wanted to sell, I am not a private equity lawyer, the resources depend how many you get to co invest.

Mr. Shi: The number is going up in part because the company has grown, Radiate has grown, and not just with RCN.

Board member VanScoyoc: Is there anything in the terms of agreement that would limit a sale again a year from now.

Henry Shi: Not within the four corners of the agreement, there is no restriction of a sale. However, that is not their investment model.

Board member VanScoyoc: Have RCN's rates ever gone down?

Mr. Steele: Not from an impact on the investment, they have gone up due to the cost of programing.

Chair Greene: If there are no more questions or comments, I will continue this evening's hearing until February 16, 2021 for receipt of all follow-up written testimony and follow-up responses from Radiate and/or Stonepeak. interested parties may submit written testimony to the Select Board no later than February 9, 2021, at the following address:

Office of the Select Board, Town of Brookline, Town Hall, 333 Washington Street, Brookline, Ma, 02445
Please contact the select board's office at (617) 730-2200 or at selectboard@brooklinema.gov if you have any questions regarding the transfer process in Brookline.

RCN BOYLSTON STREET NOISE BY-LAW WAIVER PUBLIC HEARING

Question of authorizing the noise bylaw waiver request in connection with work to repair and or preplace 4 existing RCN Manholes on Boylston Street.

Alex Ortiz, representing RCN reviewed that this is a request to work overnight to fix 4 manholes that are caving in and rattling on Rt. 9.

Board member Heller asked about trucks backing up in the middle of the night which is very loud and irritating to the neighbors. She asked if the noisiest work can be done before midnight.

Mr. Ortiz responded that they may be able to stretch the days to do this. He reviewed the work to be done that includes jackhammering. 2-3 manholes could be done within an eight hour period.

The Board spoke on the notification process and asked residents to contact the Select Board's office should they have any complaints.

Board member Fernandez noted the work indicated that the application has the dates to run from February 8th – February 19th. Mr. Ortiz responded that is a window of opportunity with MassDot; the work should not take that long.

3.A.

In Select Board

02/02/2021

Page 8 of 10

Public hearing: no speakers. Hearing closed

On motion it was,

Voted to authorize the noise bylaw waiver request in connection with work to repair and or preplace 4 existing RCN Manholes on Boylston Street.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

SELECT BOARD FY 22 BUDGET OBJECTIVES *taken out of order

Question of approving the Select Board's FY 2022 Budget Objectives.

Assistant Town Administrator Justin Casanova-Davis gave a review of the changes that were incorporated into the document from last week's board meeting. These goals will be tied into other departmental goals and provide long term goals.

On motion it was,

Voted to approve the Select Board's FY 2022 Budget Objectives.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

REMOTE TOWN MEETING REQUEST *taken out of order

Question of authorizing the remote town meeting request as submitted by the Town Moderator, Sandy Gadsby.

Town Administrator Kleckner reviewed that this is a requirement related to temporary law allowing Town Meeting to be held remotely.

Board member Fernandez noted the process for registered voters, but does not address non-registered voters.

Mr. Kleckner will reach out to Town Counsel and the Moderator for clarification.

There was no vote.

8:33 the Board took a recess until 9:00 pm

32 MARION 40B SITE APPROVAL PUBLIC HEARING

Presentation and review of the application for site approval that was submitted by the Brookline Housing Authority to Massachusetts Department of Housing and Community Development for the Col. Floyd Housing Development in accordance with M.G.L c.40B to construct a residential building at 32 Marion Street. The Board will hear a preliminary project presentation followed by public comment on the matter.

3.A.

In Select Board

02/02/2021

Page 9 of 10

Attorney Jennifer Gilbert on behalf of Brookline Housing Authority (BHA) made the introductions. She provided a brief review of the process to date.

- The BHA team of professionals has been working hard to advance the project. Town Meeting voted to earmark \$6m of housing trust funds.
- As currently proposed, this project meets the requirement of existing zoning; however the applicant is seeking less parking which requires a variance, a difficult process. Plus, a Floor Area Ratio variance would be required. This prompted them to move forward with a friendly 40b with less parking and additional units.

Laura Cella-Mowatt, Davis Square Architects, gave a PowerPoint presentation:

- Proposed develop will be 100% affordable. 115 units permanent housing, 60 replacement and 55 new units
- Phase II: 24 additional units will seek financing at a later date
- Not possible to keep residents onsite during construction they will provide assistance and temporary housing, resident protection and relocation

Ms. Cella-Mowatt presented the site map. The parcel currently consists of 6 separate buildings that are beyond useful life, no elevators and not accessible for senior and disabled residents

The larger building will begin in phase 1, will be 6 stories; the smaller building in phase II will have 24 units over the 23 parking spaces. Both will be under the same application. They will concentrate on the massing to have the least impact to neighbors and add strategic setbacks minimizing shadow impact.

Brookline Housing Authority Director Michael Alperin spoke on the decision to have all one bedroom units. After some discussion with other local authorities it was determined that there is not much of a demand for two bedrooms in age restrictive segments. The administrative space will be larger with robust services and there will be community spaces. There is a clear demand for more affordable housing.

To address the family to senior ratio within the BHA units, currently it is at 50/50, after this project it will be more like 60% elderly, 40% families. They are planning to build more family units in the future.

Board member VanScoyoc asked about Colonel Floyd. Mr. Alperin responded that they may have a naming committee related to this project because some have asked why public housing units are named after people, while other housing developments are more generic. We have no answer for that today.

Public comment

1. Shilmo Pinkas spoke in opposition of the project because of the reduced parking component. The proposal has too much space with too little parking. Other buildings have one parking space per unit. He spoke on the traffic and vehicles along the Kickham apartments, sometimes double and triple parked with visiting nurses, the ride, meals on wheels etc.. He noted 70 vehicle visits to the Kickham apartment building in one day. The Department of Housing has indicated that Brookline has reached the 10% affordability and the town is not bound to any more 40b projects. There is no reason not to have more parking for a parcel that will be three times larger than the Kickham property.

3.A.

In Select Board

02/02/2021

Page 10 of 10

2. Deborah Brown applauds BHA for their vision on this project, and providing an opportunity for Brookline to address affordable housing for vulnerable groups in town. Looking at the income levels, the average income for single women over 65 years old in Brookline is \$35k a year; these people need a place to go.

3. Chi Chi Wu, a direct abutter said she does not oppose the project, and supports the idea; however she is worried about construction impacts. She asked about using technology without heavily piling driving. She indicated that she is glad there will be no underground parking because that requires a lot of excavation. Ms. Wu hopes that the units will be diversified, because right now the residents are heavily white.

4. Michael Zoorob spoke in support of the project. There is a deep need for affordable housing; he asked that they keep in mind the voices they will not hear from.

Board member Fernandez asked how they can we make sure it will be diverse. Mr. Alperin responded that it is a fact elderly housing is less diverse than family housing. They do have some flexibility to try to promote a more diverse housing by lowering the local residence requirements etc.

Chair Greene offered an outreach program that may be expanded upon.

Mr. Alperin added there is some preferences on the list that rise to the top; domestic violence victims, the local preference given to Brookline demographics, and the section 8 administrative plan includes local preference.

Chair Greene announced that the Board will consider the Project Eligibility Letter (PEL) and submit their comments to the Planning Director for submittal with the other comments complied. The deadline is in ten days to submit the paperwork to the appropriate agency. The letter will be available for approval at next week's meeting.

There being no further business, the Chair ended the meeting at 9:48 pm.

ATTEST

3.B.



TOWN of BROOKLINE
Massachusetts
BUILDING DEPARTMENT

Daniel F. Bennett
Building Commissioner

To: Select Board

From: Anthony Guigli, Project Manager

Date: 28 January 2021

Re: Putterham Library Toilet Renovations
Vintage Properties, Inc.
Change Order #1, increase \$764.00

Proposed Change Order #1 to the contract between the TOB and Vintage Properties Inc. in the amount of \$764.00, is the net add for added and deleted scope as described in the body of the change order itself.

Demolition activities revealed holes in the existing masonry walls that needed to be sealed prior to finish work. The selection of color/tile resulted in a small increase for the desired product. Finally there is a small credit for deletion of keying, which will be done by Building Department staff.

It has been approved by the Commission at its meeting this week.

Please call or email with questions.

Thank you for the consideration of the above.

Cc: D. Bennett S. Slymon



**TOWN OF BROOKLINE
DEPARTMENT OF PUBLIC HEALTH**

11 Pierce Street, Brookline, Massachusetts, 02445
Telephone: (617) 730-2300 Facsimile: (617) 730-2296
Website: www.brooklinema.gov

Dr. Swannie Jett, DrPH, MSc
Director of Public Health
& Human Services

February 3, 2021

Memo: Approval of Grant Funds

To: Brookline Select Board

Attn: Bernard Greene, Chairman of the Brookline Select Board

Chairman Greene,

Last spring, MHOA awarded the BDPH initial funds to support the COVID-19 Public Health Emergency. The Department of Public Health and Human Services seeks the authorization of the Select Board to accept an additional award granted by the Massachusetts Health Officers Association (MHOA) in the sum of \$32,409.

The MHOA funds will allow the Brookline Health Department respond to community needs during the public health emergency. The full amount awarded will support surveillance and case identification; monitoring of travelers; data management; isolation and quarantine; surge staffing; risk communication support; and public health coordination with healthcare systems.

Thank you for considering this request.

Sincerely,

Dr. Swannie Jett, DrPH, MSc
Director of Health and Human Services



**AGREEMENT BETWEEN THE
MASSACHUSETTS HEALTH OFFICERS ASSOCIATION, INCORPORATED
AND THE CITY/TOWN LISTED BELOW
FOR THE DISBURSEMENT AND USE OF
EMERGENCY COVID-19 FUNDING**

Pursuant to the terms established by Order of the Governor of Massachusetts, on or about March 19, 2020, by and through the Commonwealth of Massachusetts, Department of Public Health ("DPH"), the Massachusetts Health Officers Association, Incorporated ("MHOA"), a Massachusetts nonprofit corporation and 501(c)(3) public charity located at 181 School Street, Winchendon, Massachusetts 01475, has been selected as one of the Local Health Crisis Response affiliates to disperse state funds in order to assist Cities and Towns ("City/Town") in their efforts to combat the spread and effect of COVID-19.

Under its terms, MHOA will disburse an initial payment of \$24,521.00 to the Town of Brookline for its use by the Board of Health in responding to the COVID-19 outbreak. This will be done via check as soon as possible after the execution of this Agreement and pending the receipt of funds to MHOA from DPH. In accordance with the Order of the Governor of Massachusetts, it is anticipated that further emergency funds may be distributed by the Commonwealth through MHOA to Cities/Towns in the future. Additional disbursement(s) to the Town of Brookline, if any, shall be governed by this agreement.


The City/Town shall use this funding to cover compensation and other expenditures already incurred in its response to COVID-19, and/or for anticipated compensation and other expenditures in response to COVID-19, for the following purposes, as determined by DPH.

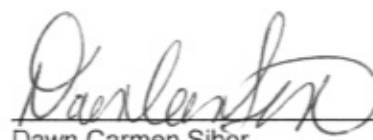
- Surveillance and case identification (including, but not limited to, public health epidemiological investigation activities such as contact follow-up);
- Monitoring of travelers;
- Data management;
- Isolation and quarantine (including, but not limited to, housing; wrap-around services; security; environmental control, clean-up and waste management; and behavioral health services);
- Surge staffing;
- Risk communications support; and
- Public health coordination with healthcare systems.

The City/Town is wholly responsible for applying funds received and documenting the use of said funds for the above described purposes as determined by DPH and keeping accurate and detailed records as to how the funding is deployed. The City/Town is solely responsible for reporting the use of said funds to any authorized party seeking such information. The City/Town indemnifies and holds MHOA harmless from any obligations the City/Town undertakes in connection with funding hereunder, and any breach of said obligations. MHOA can at any time seek information regarding the use of said funding from the City/Town, which will be provided as soon as reasonably practicable. MHOA is not responsible for the accuracy or completeness of any records produced by City/Town that it obtains. If the City/Town engages in conduct jeopardizing MHOA's legal or tax-exempt status, MHOA retains the right to withhold, withdraw, or demand immediate return or repayment of the funds as DPH or the Commonwealth may direct.

This letter constitutes the entire agreement between MHOA and the Town of Brookline and may be executed in multiple counterparts. Any and all amendments to these terms shall only be effective upon the written agreement of MHOA and the City/Town.

This Agreement is hereby signed by the Executive Director of MHOA, duly authorized, and a binding authority of the City/Town and effective as of the date last written below.


 Binding Authority
 City/Town of Brookline


 Dawn Carmen Sibor
 Executive Director
 MHOA, Duly Authorized

Date: 3/26/20

Date: 3/26/20

6.A.

TOWN OF BROOKLINE, MASSACHUSETTS

MANAGEMENT LETTER

JUNE 30, 2020



100 Quannapowitt Parkway
Suite 101
Wakefield, MA 01880
T. 781-914-1700
F. 781-914-1701
www.powersandsullivan.com

To the Honorable Select Board
Town of Brookline, Massachusetts

In planning and performing our audit of the financial statements of the Town of Brookline, Massachusetts, as of and for the year ended June 30, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Brookline, Massachusetts' internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies, and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We did not identify any deficiencies in internal control that we consider to be significant deficiencies.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions concerning those matters.

This communication is intended solely for the information and use of management of the Town of Brookline, Massachusetts and is not intended to be and should not be used by anyone other than these specified parties.

Powers & Sullivan, LLC

December 15, 2020

TOWN OF BROOKLINE, MASSACHUSETTSMANAGEMENT LETTERJUNE 30, 2020**TABLE OF CONTENTS**

	PAGE
<i>Prior Year Comments – Resolved</i>	1
Outstanding Parking Ticket Receivables	2
Old Outstanding Checks	2
Framework for Assessing and Improving Cybersecurity.....	2
<i>Current Year Comments</i>	3
Student Activity Fund Warrants Payable	4
Audit of Student Activity Funds	4
<i>Prior Year Comments</i>	5
Accrued Scholarships	6

Prior Year Comments – Resolved

6.A.

The following comments were resolved during the current fiscal year. Please see the June 30, 2019 Management Letter for the complete original comments.

Outstanding Parking Ticket Receivables

Old Outstanding Checks

Framework for Assessing and Improving Cybersecurity

6.A.

Current Year Comments

Student Activity Fund Warrants Payable

Current Year Comment

During our audit of warrants payable, we noted that the balance in the warrants payable account in one of the student activity funds has gone into a debit balance. This would have the effect of overstating the balances in the student activity funds.

Recommendation

We recommend that the Comptroller's Office and the School Department reconcile the balances in the student activity accounts and determine the nature of the debit warrants payable and the ultimate disposition of the balance.

Audit of Student Activity Funds

Current Year Comment

Massachusetts General Law (MGL), Chapter 71, Section 47 requires annual audits of student activity accounts in accordance with guidelines issued by the Department of Elementary and Secondary Education (DESE).

These guidelines have been updated in a document published by the Massachusetts Department of Elementary and Secondary Education (DESE) entitled "Agreed-Upon Procedures and Audit Guidelines: Student Activity Funds". This can be found on the DESE's website on the following link:

<https://www.doe.mass.edu/finance/accounting/AuditGuidelines.docx>

The audit may be conducted by external audit firms or internally by personnel not associated with student activity accounts, if so, approved by the School Committee. If an internal audit is conducted, an audit report should be produced that includes the audit procedures performed and the results of the procedures. If the audit results in findings a written corrective action plan should be completed. The audit report should be distributed to the Superintendent, the School Committee and the independent auditor to review.

We have not been able to obtain support to show and internal or external review was completed during FY20.

Recommendation

We recommend that the Brookline Public Schools (District) implement policies and procedures to comply with the MGL audit requirement and the recommendations made by MASBO. We also recommend that, when an internal audit is conducted, an audit report is prepared to document the audit procedures performed and the results of the procedures. The audit report should be discussed with the Superintendent and the School Committee and should also be available for the independent auditor to review.

6.A.

Prior Year Comments

Accrued Scholarships

Prior Year Comment

The Town maintains a listing of accrued educational scholarships that are awarded to a number of students each school year. This practice has been going on for many years and is beneficial to the students that are awarded a scholarship. Although the Town maintains an accurate listing of scholarships awarded, it appears that many students never claim their scholarship award. The detailed listing of accrued scholarships has listings going back to 2010. That student most likely has already completed their college career, moved, or has decided not to accept the award.

Recommendation

We recommended that the School Department re-evaluate the scholarship process and implement changes to assist in the tracking and maintenance of these scholarships. Examples could be; have a time limit for students to claim the scholarship, once the time limit has expired, unclaimed awards are returned to the fund providing for the scholarships or a check could be sent to the student upon initially receiving the award. This would help to alleviate the burden of having to track scholarship awards that go back many years.

Current Status

We continue to recommend that a School Department develop and implement a definitive written policy regarding scholarships.

6.A.

TOWN OF BROOKLINE, MASSACHUSETTS

***REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS***

YEAR ENDED JUNE 30, 2020

TOWN OF BROOKLINE, MASSACHUSETTSREPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTSJUNE 30, 2020**TABLE OF CONTENTS**

Letter of Transmittal	1
Organizational Charts	11
Independent Auditor's Report	13
Management's Discussion and Analysis	15
Basic Financial Statements	28
Statement of Net Position	29
Statement of Activities	30
Governmental funds – balance sheet	32
Reconciliation of the governmental funds balance sheet total fund balances to the statement of net position	33
Governmental funds – statement of revenues, expenditures and changes in fund balances	34
Reconciliation of the statement of revenues, expenditures, and changes in fund balances of governmental funds to the statement of activities	35
Proprietary funds – statement of net position	36
Proprietary funds – statement of revenues, expenses and changes in net position	37
Proprietary funds – statement of cash flows	38
Fiduciary funds – statement of fiduciary net position	39
Fiduciary funds – statement of changes in fiduciary net position	40
Notes to basic financial statements	41
Required Supplementary Information	80
General fund - schedule of revenues, expenditures and changes in fund balance - budget and actual	82
Pension Plan Schedules – Retirement System	84
Schedule of changes in the net pension liability and related ratios	85
Schedule of contributions	86
Schedule of investment return	87
Pension Plan Schedules - Town	88
Schedule of the Town's proportionate share of the net pension liability	89
Schedule of Town's contributions	90
Schedule of special funding amounts	91
Other postemployment benefit plan schedules	92
Schedule of Changes in the Town's Net OPEB Liability and Related Ratios	93
Schedule of Town Contributions	94
Schedule of Investment Returns	95
Notes to required supplementary information	96



TOWN of BROOKLINE

Massachusetts

SELECT BOARD

BERNARD W. GREENE, Chairman
NANCY S. HELLER
HEATHER A. HAMILTON
RAUL FERNANDEZ
JOHN VANSCHOYOC

333 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS 02445
TEL. (617) 730-2200

FAX: (617) 730-2054
www.BrooklineMA.gov

MELVIN A. KLECKNER
Town Administrator

Letter of Transmittal

To the Honorable Members of the Select Board and Citizens of the Town of Brookline:

State and Federal regulations require the Town of Brookline to publish at the end of each fiscal year a complete set of financial statements in conformity with Generally Accepted Accounting Principles (GAAP) that are audited in accordance with Generally Accepted Auditing Standards (GAAS) by a firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the Annual Report on the Examination of the Basic Financial Statements of the Town of Brookline, Massachusetts, for the fiscal year ending June 30, 2020, for your review.

This report consists of management's representations concerning the finances of the Town of Brookline. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management of the Town of Brookline has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town of Brookline's financial statements in conformity with GAAP. As the cost of internal controls should not outweigh their benefits, the Town of Brookline's comprehensive framework of internal controls has been designed to provide reasonable assurance in accordance with best practices that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Town of Brookline's financial statements have been audited by Powers & Sullivan LLC, a licensed certified public accounting firm. The goal of the independent audit is to provide reasonable assurance that the financial statements of the Town of Brookline for the fiscal year ended June 30, 2020, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor rendered an unqualified opinion that the Town of Brookline's financial statements for the fiscal year ended June 30, 2020, are fairly presented in conformity with GAAP. The Independent Auditor's Report is presented as the first component of the financial section of this report.

The independent audit of the financial statements of the Town of Brookline was part of a broader, federally mandated "Single Audit" designed to meet the particular needs of federal grantor agencies. The standards

6.A.

governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in the Town of Brookline's separately issued Reports on Federal Award Programs, also known as the Single Audit Report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This Letter of Transmittal is designed to complement the MD&A and should be read in, conjunction with it. The Town of Brookline's MD&A can be found immediately following the Independent Auditor's Report.

Profile of the Government

The Town of Brookline was settled in 1630 and incorporated as a town in 1705. It is located in Norfolk County and borders Boston to the east, north and south, and Newton to the west. It is approximately 6.6 square miles in area and, according to the 2010 federal census, has a population of 58,732 persons.

Municipal Services

The Town provides educational and governmental services within its boundaries including:

- public education in grades pre-kindergarten through 12 to more than 7,500 students
- police and fire protection, building inspection and animal control services
- highway and roadway maintenance, including snow and ice control and traffic control
- street and sidewalk maintenance
- water and sewer services
- refuse collection/disposal and recycling services
- parks and recreational services, including a golf course and a swimming pool
- library services (one main and two branch libraries)
- senior citizen services and programs, including a senior center facility
- public health services, including food outlet inspections, immunizations, and mental health
- veterans services and youth and human services

Governing Bodies and Officers

The Town operates under a Select Board/Representative Town Meeting form of government. The Select Board is an elected five-member chief executive body responsible for establishing overall policy leadership and direction. Local legislative decisions are made by a Representative Town Meeting consisting of 248 members. A Town Moderator is elected every three years to preside over the proceedings of Town Meeting. Day-to-day administrative authority is vested in the Town Administrator, who is appointed by the Select Board. The Town Administrator is the chief operating officer and is responsible for the supervision and the administration of all departments except for the School Department, Library, and Town Clerk's Office.

A nine person elected School Committee is responsible for establishing policy for all local school affairs. The Superintendent of Schools is the chief operating officer for the Brookline Public Schools and is responsible for the supervision and administration of public education. There is also a nine member elected Board of Library Trustees. A three person Board of Assessors, who are appointed by the Select Board, are responsible for the assessment of local property taxes. A five member Retirement Board services employees and retirees in all departments, except professional employees of the School Department who are covered by the Massachusetts Teachers Retirement System, for retirement matters and consists of an ex-officio member, two members elected by active and retired members of the Retirement System, one member appointed by the Select Board and a fifth member chosen by the other four Board members. The Retirement Board is one of 104 retirement boards in the

6.A.

Commonwealth which oversees a uniform benefit system and rules, promulgated by the state for municipal employees. A seven member Retiree Health Committee is responsible for the investment of Other Postemployment Benefits (OPEB's) assets. The Committee is made up of the Retirement Board plus two additional members appointed by the Select Board.

There are a number of other citizen boards and commissions that play a key role in Town affairs, and contribute to the active and engaged citizenry, including the Planning Board, Park and Recreation Commission, Building Commission, Transportation Board, Preservation Commission, and Conservation Commission. The Advisory Committee, which is appointed by the Town Moderator, reviews and makes recommendations on all matters to be considered by Town Meeting. In that capacity, it serves as the Town's Finance Committee.

Audit Committee

The Audit Committee consists of six members. The Select Board, the Advisory Committee and the School Committee each appoint one member and the Town Moderator appoints three members. Current voting members include Bernard Greene (Select Board Appointee and Chair), Lee Selwyn (Advisory Committee), Susan Wolf Ditkoff (School Committee), James Littleton, Gregory Grobstein and Peter Finnerty (Moderator's Appointees). In addition to the six voting members, the Director of Finance (Jeana Franconi), the Comptroller (Michael DiPietro), the Superintendent of Schools or his/her designee (Mary Ellen Normen), and the Town Administrator or his/her designee (Melissa Goff) serve as nonvoting members of the Committee. The Audit Committee serves in an advisory role to the Select Board with respect to the Town's financial condition, financial management systems and controls, and the annual audit. In addition, the Committee reports to Town Meeting as the Committee sees fit on matters within the scope of Town Meeting's concerns. Specific duties shall include, but are not limited to, the following:

"Make recommendations to the Select Board on the selection of and scope of services for an independent auditor; review the annual financial statements and reports prepared by the independent auditor and make recommendations with respect thereto; make recommendations for areas of operations where expanded scope audits or reviews of the internal controls may be appropriate; review and make recommendations with respect to the Town's financial management practices and controls; and report to the annual Town Meeting on the recommendations the Committee has made during the preceding twelve months."

Financial and Management Practices

The Town annually prepares and updates a five-year Financial Forecast, a six-year Capital Improvement Program (CIP), and an annual Operating Budget. These documents are presented in the Annual Financial Plan, which is produced by the Town Administrator's Office in conjunction with the Finance Department, and reviewed by the Select Board and Advisory (Finance) Committee. Both the Operating Budget and the first year of the CIP are submitted to Town Meeting for adoption as the Annual Budget. The Select Board has formally adopted financial policies that guide the preparation of the Annual Financial Plan and can be found in the Appendix of the Financial Plan or online in the "Budget Central" section of the Town's website (BrooklineMA.gov). These policies were established in the mid-1990's and have been reviewed and modified accordingly over the years, most recently by Fiscal Policy Review Committees in both 2004 and 2011.

The five-year Financial Forecast, submitted in December of each year, is a review of economic trends on a local and national basis. It analyzes major municipal fund expenditure projections based upon service program assumptions and develops revenue estimates based on economic conditions and prior trends. The forecast projects department budgets based on various scenarios of key revenue sources (e.g., State Aid) and expenditure categories (e.g., health insurance, collective bargaining). These scenarios guide both the Select Board and Town Administrator in the preparation of the ensuing fiscal year's budget.

6.A.

The six-year CIP, preliminarily submitted in November of each year and presented along with the Financial Forecast in December, comprehensively identifies municipal infrastructure and improvement needs by detailing each project, including cost, potential source(s) of funding, priority need, impact on the operating budget, and ongoing capital maintenance costs. Guided by the Town's formal policy, the CIP dedicates 6% of the prior year's net revenue, plus free cash to the extent possible to reach a total funding level of 7.5% of the prior year net revenue. The annual plan allows decision makers and voters the opportunity to regularly analyze and decide upon project funding. After inclusion in the Town Administrator's financial plan, the proposed CIP is reviewed by the Select Board, the Planning Board and the Advisory Committee. Then, as part of the budget article at the Annual Town Meeting, projects contained in the first year of the CIP are recommended for funding.

The annual Operating Budget, submitted in February of each year as part of the Annual Financial Plan, follows a program management format that details sources and uses recommendations for all major funds; departmental missions, goals, objectives and annual work plans; and performance measurement and financial management criteria for each budget cycle. The financial plan has again been recognized by the GFOA for excellence in budget presentation. The budget maintains consistency with the Select Board's financial management standards and policies. The budget funding sources include the General Fund, comprised of revenues including property tax, auto, meals, and hotel taxes, user fee receipts, State Aid, investment income and miscellaneous program income; enterprise funds for the water and sewer operation and the golf course; and the Recreation Revolving Fund. The enterprise funds are intended to be self-supporting through user-based charges.

Principal Executive Officers

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Exp.</u>
Town Administrator	Melvin A. Kleckner	Appointed - 3 years	2022
Superintendent of Schools	James Marini	Appointed - 3 year	Interim
Deputy Town Administrator	Melissa Goff	Appointed	Indefinite
Assistant Town Administrator	Justin Casanova-Davis	Appointed	Indefinite
Finance Director and Treasurer	Jeana A. Franconi	Appointed - 1 year	2021
Town Comptroller	Michael F. DiPietro	Appointed	Indefinite
Town Clerk	Patrick J. Ward	Elected - 3 years	2021
Town Counsel	Joslin Ham-Murphy	Appointed - 3 year	2021

Tax Base/Local Economy

Brookline is bordered by the City of Boston. It has both urban and suburban features and is characterized by comparatively high property values. Approximately 78% of general fund revenues are financed by the annual tax on property. The remaining revenues come from locally derived receipts (approximately 10%), State Aid (approximately 8%), transfers from other non-general funds (approximately 3%), and Free Cash (approximately 2%).

Residential properties comprise approximately 89% of the full and fair value of the property in Brookline and they are responsible for 82% of the taxes. The Town has been adopting the tax classification authorization that permits it to set dual tax rates. The current tax rates are:

Residential	\$ 9.45 per thousand of property value
Commercial	\$ 15.53 per thousand of property value

A combination of significant new development and a healthy real estate market has contributed to a steadily growing tax base. The tax base (current market valuation of \$26 billion) has increased more than 47% over the past decade, reflecting strong development and real estate appreciation. The Town's tax base is the fourth largest in Massachusetts. Building permit fee activity continues at a strong pace, having averaged \$2.6 million annually over the last five years. Per capita housing market value of \$414,695 is also among the highest in the

state, as is the per capita personal income level, which is \$94,322 according to the 2017 MA DOR Income Per Capita Report.

Long-term Financial Planning

The Town continues to manage its financial affairs in a prudent manner. Throughout all of the changes in the economy, resulting in increases in expenses and decreased State Aid, the Town has maintained its Aaa bond rating. It has done so by incorporating long-range planning tools such as the five-year Financial Forecast and the six-year CIP; establishing rainy day accounts and budgeting stabilization reserves; prioritizing spending plans and identifying operating efficiencies; developing long-term planning for all liabilities including pension and other post-retirement benefits (OPEBs); investing in technology to make operations more efficient; and growing the tax base in a manner that balances neighborhood concerns with the need for additional revenues.

Brookline has also enhanced its revenue flexibility by utilizing enterprise funds for certain operations. This allows the Town to charge 100% of operating costs and capital improvements to the users of certain services so that no tax support goes toward providing these services. This includes the water/sewer and municipal golf course operations. By doing so, the Town is able to provide the maximum tax dollars available to all other services. Cost recovery efforts have also been increased in the recreation area, with the Recreation Revolving Fund picking up more of the costs of their programs. This has allowed for reductions in the Recreation Department's General Fund budget.

The Annual Financial Plan

Property taxes comprise approximately three-quarters of the Town's General Fund revenue. The Town continues to levy the maximum allowable level of property taxes under Proposition 2 ½, leaving little Excess Capacity. New Growth (property tax growth from new construction, renovations, etc.) has augmented the annual 2.5% growth in the levy, playing a large role in the Town's ability to maintain service levels. Over the past five years, New Growth has averaged \$2.5 million per year, allowing for an additional 1% growth in the largest revenue source of the Town.

The FY 2020 Budget represented the second year of a 3-year Override plan. The Budget is balanced based upon a realistic yet conservative projection of revenues and expenses. The Capital Improvement Plan programs a series of renovations, upgrades and major maintenance of the Town's infrastructure. The Town will need to carefully plan how to finance the major school projects it faces in a way that does not overburden taxpayers or overtake budget capacity that is needed for operations.

Two revenue streams that impact the budget significantly are State Aid and Local Receipts. State Aid represents general and programmatic aid provided to the Town from the Commonwealth of Massachusetts. In FY 2021, we project this aid to represent about 7% of the Town's general revenue. At \$22,307,826, FY 2021 State Aid is a slight increase over FY 2020. After several years of expansion, the Town's Chapter 70 Education Aid program will grow by only 1.0% in FY 2021. Now that the State has reached its minimum funding commitment to Brookline of 17.5%, our Chapter 70 allocation will effectively be limited to \$20 more per pupil, translated as a "Minimum Aid" community. The Town believes the Chapter 70 formula does not adequately reflect the costs incurred by cities and towns in public education. We support the Governor's budget that adopted some reforms proposed by the Foundation Budget Review Commission and hope that the Legislature will act more aggressively in areas such as the cost of employee benefits and the cost of providing special education benefits. Unfortunately, given the need to spend most of the State's funding on poorer urban school districts, it is unlikely that the Town of Brookline will benefit substantially by any Chapter 70 reforms.

In some ways the Town of Brookline is insulated from major swings of revenue due to economic cycles. Over 70% of the Town's revenues are made up from property taxes. Property taxes are a stable source of revenue whose growth is limited, but fixed, at 2.5% per year (Proposition 2½). Its collection is highly reliable given a

6.A.

municipality's ability to place liens on property and the large percentage of taxes paid automatically through mortgage companies.

Local Receipts, which consist of sources such as motor vehicle excise, refuse fees, building permits, interest income, parking tickets, and meals and hotel/motel excise taxes, make up approximately 10% of the Town's annual revenue. Over the past decade, the Town has increased certain local receipts in order to replace revenue lost from State Aid cuts, thereby increasing reliance on local revenues to cover the increasing cost of providing services. Examples include increases in the refuse fee, fines for parking violations, and parking meter fees. The Town continues to review all current and potential sources of revenue. Along with many other communities in Massachusetts, Brookline adopted three new local options designed to raise local revenues. The first was the adoption of a 0.75% meals excise tax. The second was an amendment to the Local Room Occupancy tax, increasing the local option excise tax from 4% to 6%. Both these local options became effective on October 1, 2009, and the Town began receiving the additional revenue in December 2009. Most recently, the Town has adopted the local option to impose a sales tax of up to 3% on local sales of marijuana products by licensed marijuana retailers operating within the community. Recreational sales are an unknown market, and the Town plans on conservatively budgeting this new revenue stream within the next year or two.

Free Cash continues to be used according to the Town's Free Cash Policy, which states that this volatile source of revenue shall be used for reserves, fund balance protection, capital projects, and augmenting employee-benefit funds (e.g., pensions, OPEB's). In FY 2020, the \$14.3 million of certified Free Cash was used for capital projects (\$6.7 million), fund balance protection (\$2.6 million left unappropriated), reserves (\$3.6 million), and affordable housing (\$726,000).

Over the past decade, a number of cost centers have placed significant pressures on the operating budget, including health insurance, pensions, utilities, special education, and school enrollment. These cost pressures have made maintaining the level and quality of services the Town delivers difficult.

The ability to provide reasonable wages and benefits to municipal employees within the structural gap that Proposition 2½ creates is a challenge. In addition to normal step increases and general wage increases, collective bargaining with municipal employee unions also involves costly benefits such as sick leave, vacation leave, longevity payments and specialty pay for nighttime assignments or hazardous duty.

Effective July 1, 2010 (FY 2011), the Town and its unions agreed to enter the Group Insurance Commission (GIC), the state agency that provides life, health, disability and dental and vision services to more than 300,000 state employees, retirees and their dependents. This action enabled the Town to reduce its group health budget from what was expected to be \$25.8 million to \$20.2 million, a savings of \$5.6 million. It also reduced premium withholdings for employees from 25% to 17%. The GIC has been very aggressive in keeping its costs/rates as low as possible, resulting in a composite projected rate increase for FY 2021 of 5.5%. However, this is a statewide average for all plans. It is our experience that Brookline's rate increase will be higher than the average given our proximity and access to the expensive teaching hospitals in Boston and the type of plans selected by our employees.

Health insurance is provided during the working life of employees and in their retirement. The annual cost of group healthcare insurance referred to in the preceding paragraph represents the premiums paid for a particular year for both working and retired employees and eligible dependents. The accompanying basic financial statements, prepared in accordance with GAAP, reflect additions, costs, liabilities and disclosures related to the healthcare obligation the Town has to its working and retired employees and their dependents, and the anticipated costs the Town will incur in the future for its working employees in their retirement years. Financial accounting and disclosure for healthcare provided to employees in retirement is established by GAAP for Other Postemployment Benefits, (OPEB), and the Town has developed an OPEB funding plan which increased the appropriation annually by \$250,000. In addition, \$600,000 of Free Cash was appropriated in FY2021 to further support this appropriation.

6.A.

Increases in the Town's contribution to the Retirement System have averaged more than \$1 million per year over the past five years. As a result of the world-wide economic down-turn, government retirement systems experienced significant investment losses in both calendar year 2008 and 2011. Knowing that the calendar year 2008 losses would require the Town to dramatically increase the FY 2012 appropriation, the Town took steps to offset the anticipated budget impact by ramping up to the higher appropriation over a three-year period. This strategy was successful in moderating the budgetary impact in FY 2012. The Town also experienced investment losses in calendar year 2011, although not as dramatic as in 2008. In addition, the Town authorized an increase in the COLA ceiling from \$12,000 per retiree to \$13,000 per retiree. Combined, these two actions required a large increase in the Town's pension contribution for FY 2015. In response, the Town approved additional funding in FY 2013 to offset the increase in the following year. The FY 2015 pension appropriation was increased by \$200,000 above the amount required per the funding schedule and \$500,000 from Free Cash was appropriated into the pension fund, both measures were taken with an eye toward paying down the unfunded liability more rapidly. Lastly, \$300,000 of Free Cash was appropriated in FY2020 to further support this appropriation.

The most recent actuarial valuation for the year ending January 1, 2020, included the following changes to the financial assumptions:

- the anticipated rate of return on investments was remained at 7.15%
- the annual appropriation increase was unchanged at 7.85%
- the estimate date of full funding of the unfunded liability was un-changed remaining at FY 2030

While the Town has long been a leader in cost effective procurement of energy and reduction in usage through energy conservation and new technologies, a new effort has taken hold that pushes the boundaries of the Town's energy goals. Spurred by the warming of the planet and motivated by Town Meeting commitments to meet aggressive carbon reduction goals, the Select Board has been encouraged to take on more ambitious goals for reducing the Town's carbon footprint. While a Town Meeting Resolution adopted in 2017 seeking "net zero" energy design for its school projects was just taking hold, a new goal of eliminating the Town's use of fossil fuels to power and heat its buildings and vehicles has been adopted. Already, more aggressive efforts are underway in designing our newest schools to employ non-fossil energy sources and delivery systems. It is expected that procurement of the Town's heat and electricity, along with vehicles that consume fuel, will include options for renewable energy. It is essential that these decisions are evaluated with a full "life cycle" approach, taking into consideration both short and long term financial implications of these decisions.

Our K-12 student population has grown by 28.6% since FY 2006 from 5,766 students to 7,412. The district's K-8 enrollment increased by 40.3% during the last 10 years, growing by 1,570 students. While the increase in size of Brookline's kindergarten enrollment has driven the growth, these larger elementary grades will soon begin to enter the high school. Brookline High School has grown 4.1% in the last ten years, with a five-year growth of 12.7%. In the past five years, student enrollment at the high school has increased from 1,726 students to 1,946. Currently, grades Kindergarten through 4th average 651 students this year, while grades 8-12 are still averaging only 490 students. We project there will be more than 2,400 students attending Brookline High School in grades 9-12 by the school year 2020-2021.

In order to create the classroom space necessary to accommodate this enrollment level, both larger-scale renovation projects and smaller-scale space conversion projects have been undertaken. A total of 55 classrooms were added through the use of an "Expand-in-Place" strategy since 2008 including but not limited to:

- Six classrooms built at Heath School;
- Four classrooms built at Lawrence School;
- Two modular classrooms added at Baker School;
- Eleven Brookline Early Education Program (BEEP) classes moved out of K-8 buildings into leased Commercial space;

6.A.

- Four classrooms in leased commercial space for Pierce;
- One brand new school will be built at the former Devotion School site and will be named the Florida Ruffin Ridley School, to add 12 classrooms; and
- Buffer zones were expanded to maintain class size at desired levels.

On September 26, 2019, the School Committee unanimously approved moving forward with the Long-Term Capital Plan to address Brookline's overcrowded schools, substandard facilities, and historic enrollment growth over the past ten years. Through this plan, the district will renovate and expand the Pierce School through the Massachusetts School Building Authority (MSBA) partnership and renovate and expand the Driscoll School. At the December 10, 2019 special election, Brookline voters approved a debt exclusion override to fund the development of a new Driscoll School. This CIP does not include an estimate for the Pierce School project beyond the feasibility/schematic design phase, but a Debt Exclusion Override is also assumed for this project.

With the closure and sale of the former Newbury College campus on Fisher Hill, the Town is actively involved in evaluating the proposed land use and negotiating with the new owner, Welltower, Inc. The east side of the property is proposed to be developed by Welltower as a luxury senior living complex, combining independent living, assisted living and skilled memory care. This land use will provide substantial property tax benefits to the Town with minimal impacts on school or municipal services. The west side of the property is being offered for sale to the Town. The senior living complex will require a zone change, enabling the Town to have leverage in negotiating aspects of the development, the sale of the west side and related benefits. A tentative agreement between the Town and Welltower, Inc. has been reached. The purchase of the west campus of \$14.8 million will require the Town to finance the bond with a Debt Exclusion to fund the costs outside of the limitations imposed by Proposition 2½. The Town will not commit to a permanent use of the west property without a robust public evaluation of options. There are some short term municipal uses of the Academic Building on the site that will provide some needed space relief and to ensure that the Town will have a presence on the property for building maintenance and security.

Several weeks after the initial FY 2021 Budget was submitted on February 15, the COVID-19 pandemic struck the United States and caused a rapid and comprehensive economic breakdown. At this time, we project that these economic conditions will have the effect of reducing the Town's FY 2021 revenue by \$12,159,415. This revenue loss is 3.7% lower than the initial FY 2021 Budget submission. To meet this reduction in revenue, less money is allocated to the School department and Municipal department's budgets. We have proposed deeper reductions in the operating funding normally dedicated to the Capital budget to mitigate the undesirable impact of reducing staffing and services, especially during the pandemic. The town used the following strategies when recommending budget reductions:

- Take advantage of budget savings for programs and facilities temporarily curtailed during the COVID-19 emergency.
- Eliminate program and service enhancements added to the initial FY 2021 Budget.
- Eliminate/defer funding for vacant positions.
- Reduce office supplies, equipment replacement and other low impact accounts.

The Capital Improvement Program (CIP)

Through the CIP process, the Town of Brookline has identified \$267.6 million in capital improvements needed over the next six years. Large components of this total include the following:

- The Pierce School project, in partnership with the MSBA.
- Rehabilitation of streets and sidewalks (\$25 million). The 2008 Override included additional funding for streets and sidewalks, proof of the Town's and taxpayers' commitment to maintaining its infrastructure. State funding via the Chapter 90 program is expected to fund \$5.7 million of this work.

6.A.

- Upgrades and rehabilitation of various parks/playgrounds/open spaces (\$28million).
- Fire station renovations, (\$1.7million).
- Upgrading of the Radio Infrastructure for the Police and Fire radio channels by lease-financing the cost of this project over a 5-year period with an estimated lease payment of \$900,000 per year.

Other Postemployment Benefits

The Town of Brookline is legally and contractually obligated to pay retiree healthcare costs of past, present and future Town / School retirees who have worked a minimum of 10 years for the Town. At June 30, 2018, the bi-annual actuarial analysis projected a liability of \$282 million with an unfunded liability of approximately \$253 million. At June 30, 2019, the Town had a balance of approximately \$53.2 million of assets in a fiduciary-managed trust fund that is designed to be the source of funding to satisfy the obligation. GAAP requires that the unfunded liability be recognized in the basic financial statements. Although there is currently no legal requirement to make annual payments. The Town has adopted a policy consistent with GASB 74/75 to meet an annual required contribution (ARC) for a 30-year full funding schedule. Once the ARC is achieved, the Town plans to increase the annual appropriation to reduce and eliminate this temporary liability.

The Town established an Other Post-Employment Benefits (OPEB) Taskforce to address this challenge. It made several recommendations to the Select Board, which, if implemented, would significantly reduce the OPEB liability. In addition, the Committee made several recommendations regarding the development of a long-term funding strategy over a 30-year period. The Town has adopted some of the funding recommendations, including an annual and escalating appropriation in the Financial Plan. The current strategy increases the annual funding commitment each year until the Town reaches the annual funding requirement (ARC). In the remaining years, annual contributions will exceed the ARC, so that the Town reaches full funding by approximately FY 2054.

In addition, the Town continues to allocate retiree healthcare costs to all enterprise, revolving, grant, and special funds of the Town and to some of the School Department's non-general funds. This plan could result in increased fees charged to the users. Finally, the Town will have the opportunity to determine whether it should use the budgetary capacity currently allocated to the unfunded pension liability when that obligation is fully funded in 2030. In the area of cost containment, the Town and Unions reached an agreement to enter the State's Government Insurance Commission (GIC) to provide medical insurance coverage for current working and retired employees and their eligible dependents, which significantly reduced the OPEB liability because of their lower premiums. The Town will continue to explore strategies to reduce health care costs and/or redistribute the cost sharing and risk.

Cash Management Policies and Practices

The Town of Brookline issues property tax bills four times a year and derives approximately 78% of its annual revenue from this source. These quarterly billings result in a reasonably steady cash flow throughout the year. Every effort is made to put any reserve funds to work. This has become more challenging of late due to continuing changes in the rate of return for most traditional investment vehicles. Nevertheless, the Town's investment policy remains conservative with particular attention to the constraints of safety and liquidity while attempting to secure the highest yield available with those constraints.

On a daily basis, the Treasurer automatically transfers excess funds out of all depository accounts into a sweep account (repurchase agreement) with the same depository bank. Frequently, depending on the level of receipts, money is transferred into the Town account that offers the highest yield.

Finally, a significant portion of the Town's non-expendable trust funds are currently managed by professional and nationally recognized investment management firms. Each of these funds has a distinct purpose and, therefore,

the mix of holdings in cash, fixed income securities, and equities will vary by fund. The amount of annual income desired and the timing of disbursements generally govern the mix.

Risk Management

The Town of Brookline manages its risk through a combination of self-insured programs and premium based coverage with commercial insurance carriers. Workers' compensation, unemployment and municipal building activities are self-insured while exposures to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions, and natural disasters are covered through policies purchased from commercial carriers. Various loss control techniques, including employee accident prevention training, have been performed to minimize accident-related losses.

Workers' compensation claims are administered by a third-party administrator and are funded on a pay-as-you-go basis from annual appropriations that are deposited into a dedicated trust fund. Third-party coverage is maintained for individual workers' compensation claims in excess of \$800,000. In addition, the Town administers an insurance reserve fund to help offset the annual cost of its risk management program. Additional information on the Town of Brookline's risk management activity can be found in the notes to the financial statements.

Initiatives

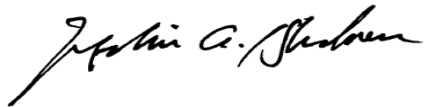
OpenGov

Brookline has partnered with OpenGov, a leader in cloud software for government budgeting, performance, and communications – to drive effectiveness, accountability, and improve community engagement. By partnering with OpenGov, the Town of Brookline brings increased efficiency to the budgeting process, improved performance outcomes, and enhanced communications with the community.

Acknowledgements

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the Town Administrator's Office and the Finance Department. We would like to express our appreciation to all the members of the department who assisted and contributed to the preparation of this report. Credit should also be given to the Select Board for their unfailing support for maintaining the highest standards of professionalism in the management of the Town of Brookline's finances.

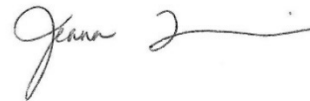
Respectfully submitted,



Melvin A. Kleckner
Town Administrator

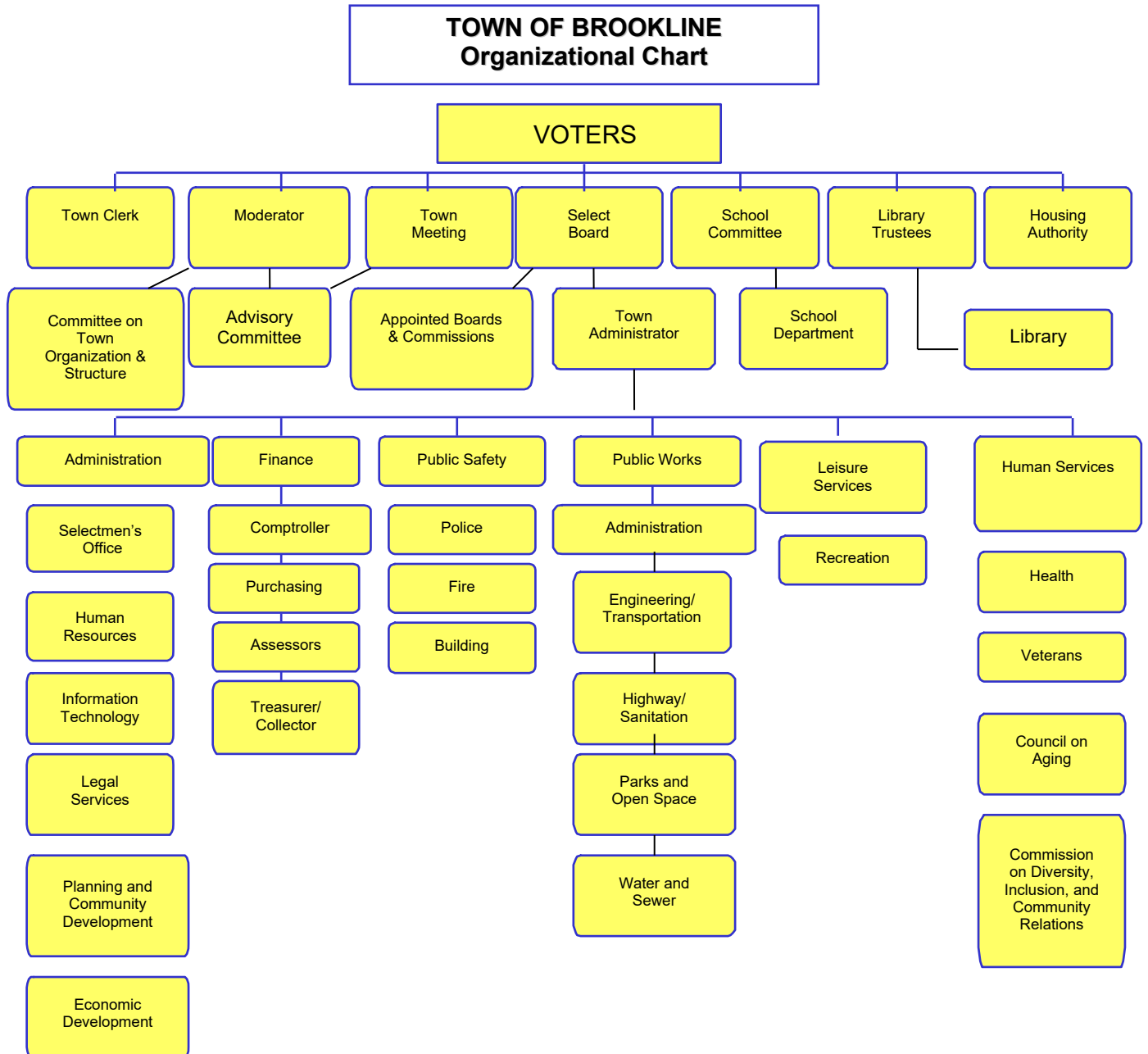


Michael F. DiPietro
Town Comptroller



Jeana A. Franconi
Finance Director/Treasurer

Organizational Charts



**BOARDS/COMMISSIONS APPOINTED
BY THE SELECT BOARD**

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Interactive Group	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board	Audit Committee			Commission on Diversity, Inclusion, and Community Relations
Preservation Commission				



100 Quannapowitt Parkway
Suite 101

Wakefield, MA 01880

T. 781-914-1700

F. 781-914-1701

www.powersandsullivan.com

Independent Auditor's Report

To the Honorable Select Board
Town of Brookline, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Brookline, Massachusetts as of and for the year ended June 30, 2020, (except for the Brookline Contributory Retirement System which is as of December 31, 2019), and the related notes to the financial statements, which collectively comprise the Town of Brookline, Massachusetts' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Brookline, Massachusetts, as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Brookline, Massachusetts' basic financial statements. The letter of transmittal and organizational charts are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The letters of transmittal and organizational charts have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2020 on our consideration of the Town of Brookline, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Brookline's internal control over financial reporting and compliance.

Powers & Sullivan, LLC

December 15, 2020

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Brookline, Massachusetts, we offer readers of the Town of Brookline's financial statements this narrative overview and analysis of the financial activities of the Town of Brookline for the year ended June 30, 2020. The Town complies with financial reporting requirements issued by the Governmental Accounting Standards Board (GASB). Management's discussion and analysis are part of these requirements.

The Governmental Accounting Standards Board (GASB) is the authoritative standards setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

Governments must adhere to GASB pronouncements in order to issue their financial statements in conformity with GAAP. The users of financial statements also rely on the independent auditor's opinion. The Town of Brookline has received an unmodified opinion on its financial statements.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of Brookline's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net position* presents information on the Town's assets and deferred outflows of resources, and deferred inflows of resources and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, community and economic development, leisure services, COVID-19, and interest. The business-type activities include water, sewer, and golf activities.

The basic financial statements include not only the Town of Brookline itself (known as the *primary government*), but also a legally separate public employee retirement system for which the Town of Brookline is financially accountable. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Brookline adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. The Town maintains two types of proprietary funds.

Enterprise funds are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer, and golf activities.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for workers' compensation benefits, unemployment, and municipal building insurance. Because these services predominately benefit governmental rather than business-type functions, they have been included within *governmental activities* in the government-wide financial statements.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for propriety funds. The Town uses the fiduciary funds to account for Pension, OPEB, private purpose, and agency activities.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the progress in funding its obligation to provide postemployment benefits to its employees.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. As shown below, governmental liabilities and deferred inflows exceeded assets and deferred outflows which results in a net position deficit of \$163.9 million at the close of 2020.

6.A.

For the governmental activities, net position of \$244.7 million reflects the Town's investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. \$20.8 million represents resources that are subject to external restrictions on expenditures. The balance of unrestricted net position has a year-end deficit of \$429.3 million which includes a \$248.3 million liability for postemployment benefits, and a \$208.8 million liability related to the net pension liability. Without these liabilities, the Town would have a positive unrestricted net position of \$27.8 million. Please see Note 12 for more information on the net pension liability and Note 13 for more information on the postemployment benefits liability.

Governmental Activities Net Position

At the end of the current year, the Town is able to report positive balances in two out of three categories of net position. The Town's liabilities and deferred inflows exceeded its assets and deferred outflows resulting in a deficit in unrestricted fund balance of \$163.9 million at the close of 2020.

Beginning net position of the governmental activities has been restated to update the net OPEB liability measurement date to the current year end (see Note 21 for details).

	2020	2019 (As Restated)
Assets:		
Current assets.....	\$ 248,913,464	\$ 132,777,232
Noncurrent assets (excluding capital).....	721,000	1,199,000
Capital assets, nondepreciable.....	161,254,480	99,981,188
Capital assets, net of accumulated depreciation....	283,952,591	288,789,049
Total assets.....	694,841,535	522,746,469
Deferred outflows of resources.....	13,252,071	27,751,853
Liabilities:		
Current liabilities (excluding debt).....	36,633,433	25,084,939
Noncurrent liabilities (excluding debt).....	462,936,078	482,674,059
Current debt.....	22,426,676	16,994,088
Noncurrent debt.....	314,458,907	167,759,061
Total liabilities.....	836,455,094	692,512,147
Deferred inflows of resources.....	35,531,523	29,205,887
Net position:		
Net investment in capital assets.....	244,655,935	226,942,103
Restricted.....	20,771,664	22,964,163
Unrestricted.....	(429,320,610)	(421,125,978)
Total net position.....	\$ (163,893,011)	\$ (171,219,712)

6.A.

The Town's governmental net position increased by \$7.3 million 2020. Key elements of the change are as follows:

	2020	2019
Program Revenues:		
Charges for services.....	\$ 32,814,298	\$ 34,716,534
Operating grants and contributions.....	62,302,516	53,382,613
Capital grants and contributions.....	883,365	2,614,578
General Revenues:		
Real estate and personal property taxes, net of tax refunds payable.....	237,170,693	222,936,243
Motor vehicle and other excise taxes.....	6,531,428	6,583,241
Hotel/motel tax.....	2,285,895	2,420,413
Meals and marijuana excise taxes.....	2,988,797	1,463,454
Penalties and interest on taxes.....	572,118	782,832
Payments in lieu of taxes.....	1,590,248	1,029,486
Grants and contributions not restricted to specific programs.....	7,259,824	6,799,802
Unrestricted investment income.....	1,697,233	2,364,040
Gain on sale of assets.....	-	34,400
Miscellaneous.....	502,826	926,644
Total revenues.....	356,599,241	336,054,280
Expenses:		
General government.....	25,114,532	28,882,719
Public safety.....	68,146,241	68,758,478
Education.....	200,834,324	188,299,111
Public works.....	26,120,122	27,762,491
Community and economic development.....	1,095,663	2,464,667
Human services.....	6,472,042	6,332,953
Leisure services.....	13,150,748	11,714,405
COVID-19.....	1,281,094	-
Interest.....	7,057,774	5,117,152
Total expenses.....	349,272,540	339,331,976
Change in net position.....	7,326,701	(3,277,696)
Net position, beginning of year (as restated).....	(171,219,712)	(167,942,016)
Net position, end of year.....	\$ (163,893,011)	\$ (171,219,712)

The increase in net position is due to several factors.

Increasing net position were capital grants of \$375,000 related to the MSBA reimbursement of various school construction projects and \$508,000 related to Chapter 90 grant allocations, amortization of previous years debt premiums of \$961,000, the Town's ability to fund approximately \$7.6 million of capital additions from current revenues, an increase of \$1.5 million in the accrual related to 60 day receipts, as well as operating surpluses in the general fund of \$2.5 million and the capital article fund of \$3.1 million.

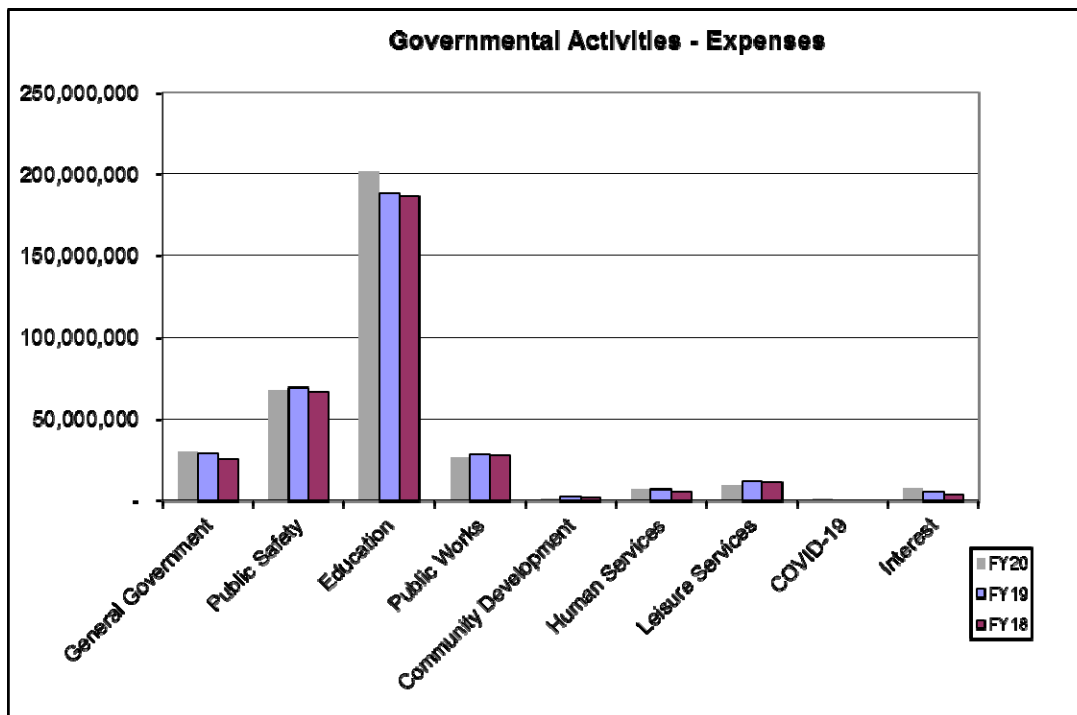
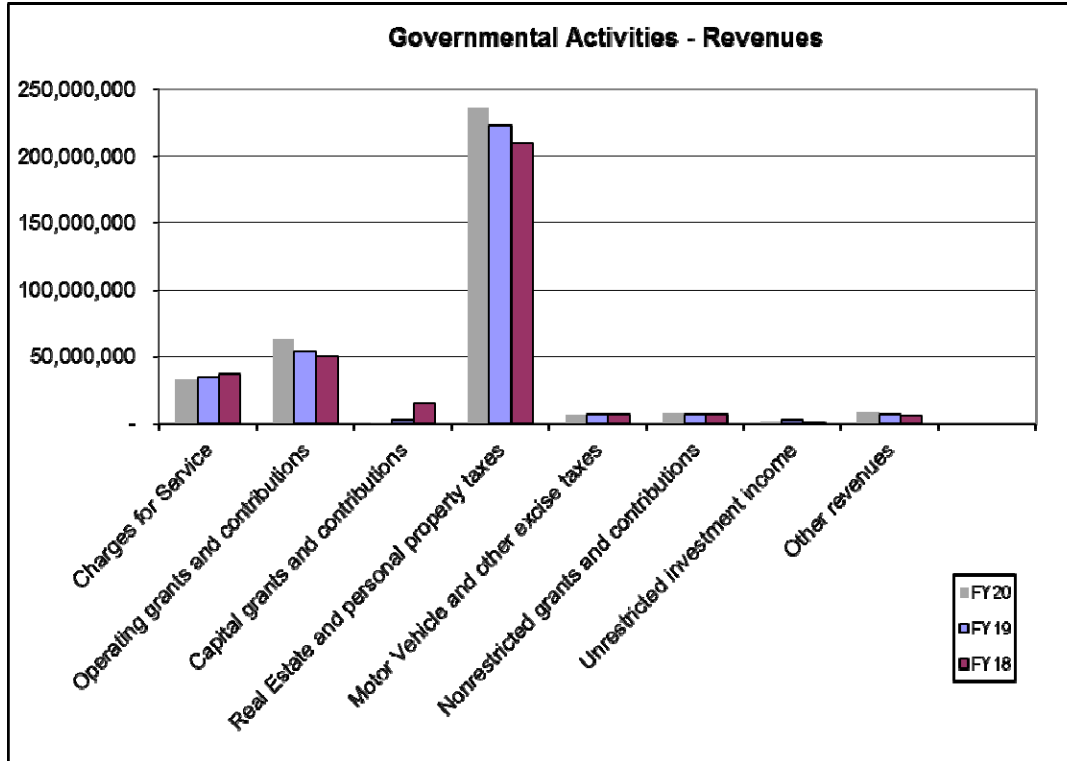
Decreasing net position was a \$764,000 increase in the net pension benefits liability accrual, net of deferred outflows/inflows and the fact that depreciation expense exceeded principal payments on long-term debt by \$8.5 million.

The governmental expenses totaled \$349.3 million of which \$96.0 million (27.5%) was directly supported by program revenues consisting of charges for services, operating grants and contributions and capital grants.

6.A.

General revenues totaled \$260.6 million, primarily coming from property taxes, motor vehicle and other excise, and non-restricted state aid.

The following tables show the functional sources and uses of 2020 revenues and expenses.



COVID-19

On March 27, 2020, the United States Federal Government established the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the economic downfall caused by the COVID-19 pandemic. This Act requires that the payment from these funds be used only to cover expenses that; are necessary due to the public health emergency with respect COVID-19; were not accounted for in the budget most recently approved as of March 27, 2020; were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. As of June 30, 2020, the Town incurred COVID-19 related expenses totaling \$1.3 million, the majority of which relate to first responder, building cleaning/disinfecting, accelerated telework capacity, and personal protective equipment (PPE) costs. The Town anticipates being reimbursed for these costs through the Coronavirus Relief Fund and the Federal Emergency Management Agency and has recorded a receivable of \$395,000 related to the anticipated reimbursements.

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of *governmental funds* is to provide information on near term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$192.4 million which is comprised of \$40.4 million in the general fund, \$3.2 million in the Florida Ruffin Ridley School renovation fund, \$112.1 million in the school capital fund, \$14.0 million in the capital articles fund, and \$22.7 million in the nonmajor funds.

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$26.6 million, while total fund balance was \$40.4 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund revenues. Unassigned fund balance represents 8% of total general fund revenues, while total fund balance represents 12% of that same amount. A good range for unassigned fund balance is 10-15% of total general fund revenues of which the Town strives to meet.

Fund balance of the General Fund increased by \$2.5 million during 2020. This is due to a budgetary surplus of \$1.5 million, and an increase in the accrual for 60-day receipts of \$1.5 million. These increases were offset by an increase in the liability for tax refunds payable of \$830,000 as a result of many new cases being filed in 2020.

The Florida Ruffin Ridley School Renovation Fund is used to account for financial resources for the renovation of the School building. At the end of the current year, this fund has a fund balance of \$3.2 million. This is primarily the result of the timing of bond proceeds and MSBA reimbursements being issued and received and the expenditure of such funds. In 2020, \$3.5 million was spent on the project.

The School Capital Fund is used to account for financial resources for the renovation/construction school projects. At the end of the current year, this fund has a fund balance of \$112.1 million. This is primarily the result of the timing of bond proceeds and MSBA reimbursements being issued and received and the expenditure of such funds. In 2020, \$147.1 million of bonds proceeds was received along with a \$12.1 million premium on bonds. These increases were offset by \$55.7 million of expenditures on the Brookline High School renovation/expansion project and Driscoll School reconstruction project.

6.A.

The Capital Article Fund is used to account for various revenue financed capital projects. At the end of the current year the fund has a fund balance of \$14.0 million. This is due to the timing of the expenditure of funds transferred in for capital related purposes.

The Chapter 90 Highway fund is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, and sidewalks. The Chapter 90 revenues and expenditures equaled during 2020. As a result, the fund has a zero fund balance at year end.

General Fund Budgetary Highlights

There was a \$805,000 increase between the original and final budget. This change represents the net increases/decreases to various budgetary line items. The Town has elected to carry forward encumbrances and appropriations totaling \$2.8 million.

Business-type Activities.

Key elements of the business-type activities are as follows:

Beginning net position of the business-type activities has been restated to update the net OPEB liability measurement date to the current year end (see Note 21 for details).

	2020 Water & Sewer Activities	2019 Water & Sewer Activities (As Restated)
Assets:		
Current assets.....	\$ 19,953,672	\$ 15,295,544
Capital assets, net of accumulated depreciation....	59,494,668	58,118,605
Total assets.....	79,448,340	73,414,149
Deferred outflows of resources.....	267,257	554,347
Liabilities:		
Current liabilities (excluding debt).....	508,624	361,538
Noncurrent liabilities (excluding debt).....	9,351,618	9,712,627
Current debt.....	1,676,665	1,519,305
Noncurrent debt.....	8,643,439	4,288,404
Total liabilities.....	20,180,346	15,881,874
Deferred inflows of resources.....	720,384	594,587
Net position:		
Net investment in capital assets.....	58,564,703	55,387,274
Unrestricted.....	250,164	2,104,761
Total net position.....	\$ 58,814,867	\$ 57,492,035

6.A.

	2020 Water & Sewer Activities	2019 Water & Sewer Activities
Program Revenues:		
Charges for services.....	\$ 27,921,226	\$ 27,989,810
Capital grants and contributions.....	1,968,300	-
General Revenues:		
Unrestricted investment income.....	11,453	16,610
Total revenues.....	29,900,979	28,006,420
Expenses:		
Water and sewer.....	28,578,147	28,058,321
Change in net position.....	1,322,832	(51,901)
Net position, beginning of year (as restated).....	57,492,035	57,543,936
Net position, end of year.....	\$ 58,814,867	\$ 57,492,035

The water and sewer enterprise net position increased by \$1.3 during the current year. The primary influencers are the receipt of a capital grant from the MWRA in the amount of \$2.0 million, offset by an increase in operational costs including overtime and the MWRA Assessment.

	2020 Golf Course Activities	2019 Golf Course Activities (As Restated)
Assets:		
Current assets.....	\$ 348,247	\$ 515,404
Capital assets, net of accumulated depreciation....	2,353,593	2,648,990
Total assets.....	2,701,840	3,164,394
Deferred outflows of resources.....	23,128	48,369
Liabilities:		
Current liabilities (excluding debt).....	83,348	150,658
Noncurrent liabilities (excluding debt).....	858,014	882,073
Current debt.....	95,000	106,490
Noncurrent debt.....	1,005,000	1,100,000
Total liabilities.....	2,041,362	2,239,221
Deferred inflows of resources.....	38,037	11,500
Net position:		
Net investment in capital assets.....	1,312,507	1,850,270
Unrestricted.....	(666,938)	(888,228)
Total net position.....	\$ 645,569	\$ 962,042

6.A.

	2020 Golf Course Activities	2019 Golf Course Activities
Program Revenues:		
Charges for services.....	\$ 1,434,386	\$ 1,575,814
General Revenues:		
Unrestricted investment income.....	21,849	18,823
Total revenues.....	1,456,235	1,594,637
Expenses:		
Golf course.....	1,772,708	1,703,825
Change in net position.....	(316,473)	(109,188)
Net position, beginning of year (as restated).....	962,042	1,071,230
Net position, end of year.....	\$ 645,569	\$ 962,042

The golf enterprise net position decreased by \$317,000 during the current year. The decrease is primarily the result of a decrease in cart rental fees and concessions and merchandise revenues as a result of the COVID-19 pandemic and the requirement to shut down these facilities for a period of time. Also, an increase in salaries contributed to the deficit.

Capital Planning and Budgeting

Capital planning and budgeting is a critical undertaking for any government and is central to the delivery of essential services and the quality of life for residents. In fact, without a sound plan for long-term investment in infrastructure and equipment, the ability of local government to accomplish its goals is greatly hampered. In 1994, as part of the override discussion that year, the Select Board implemented a Financial Improvement Program. A key area addressed in the Program was capital planning and, since then, the Town has made a significant commitment to its Capital Improvement Program (CIP) to address the backlog of capital needs created by the under-investment in infrastructure during the late-1970's and the 1980's. Over the last 10 years (FY11 - FY20), the Town has authorized expenditures of \$638 million, for an average of \$64 million per year. Although there continues to be more to do in the areas of street and sidewalk repairs, parks/open space improvements, and school and Town facilities upgrades, the commitment to capital improvements is showing positive results.

Each year's CIP takes into account a projected six-year view. The FY 2021 – FY 2026 CIP continued the Town's aggressive approach toward maintaining and improving the Town's physical assets. Developed within the parameters of the Select Board's CIP Policies, the CIP incorporated a number of major projects along with a financing plan that includes outside funding sources and grant opportunities. It also continued to fund school projects related to the enrollment surge of the past few years.

In addition to the 6% financing called for in the CIP Policy, Free Cash and State/Federal grants are other key components of the overall financing strategy of the CIP. The Town's Free Cash Policy dedicates this revenue source to the CIP after funding various strategic reserves / protecting fund balance levels so that total CIP funding is equal to 7.5% of the prior year's net revenue. This important funding source allows for the expansion of the pay-as-you-go component of the CIP. Without Free Cash, the Town would be unable to fund many of the projects being recommended. The Town's certified Free Cash for the fiscal year ending June 30, 2020 was \$14.3 million. After funding strategic reserves to the levels called for in the Town's Reserve policies, and after leaving \$2.6 million un-appropriated to address an unreserved fund balance issue, \$6.7 million of additional pay-as-you-go capacity was made available to the CIP for FY 2021. For the out-years of the CIP, approximately \$4.4 million is estimated for Free Cash, which yields between \$3.2 - \$3.4 million per year for the CIP.

6.A.

State/Federal grants total \$1.2 million over the six-year period. Another key CIP financing policy is that the Water and Sewer Enterprise Fund and the Golf Course Enterprise Fund cover 100% of their debt service. When additional capital work to the water and sewer infrastructure or to the golf course is requested, the impact debt service has on those enterprise funds is taken into consideration. Since they are both 100% cost recovery funds, any growth in debt service may well necessitate increases in fees. Therefore, the decision to authorize additional debt is made carefully.

On December 14, 2018, Newbury College announced that it would cease operations in May 2019. The former Newbury College campus, located in the Fisher Hill neighborhood, was recently sold to Welltower, a leading developer of senior housing facilities. Welltower is proposing to redevelop the eastern portion of the former Newbury College campus into a continuing care facility that would include independent living units, assisted living units, and memory care units for seniors. Welltower has sold the Newbury College West Parcel to the Town for \$14 million.

The Town intends to use the existing Academic Building for municipal and/or school uses on a temporary basis. During this time, the Town will undertake an extensive and comprehensive planning process including robust public participation to identify a permanent use of the property that responds to municipal/school needs and respects the neighborhood context in which the property is located. The land acquisition was acquired with a debt exclusion.

Since 2005, Brookline has experienced historic enrollment growth in its public schools. The K-8 elementary schools have grown by 40% going from 3,904 students in 2006 to 5,482 students in 2017, which is equivalent to adding three schools into our existing schools in just over 10 years. For a decade now, the Town and School Department have been addressing the expanding student population by studying potential sites for a new elementary school and by adding classrooms to existing schools by dividing classrooms; converting offices, locker rooms, and hallways into classrooms; renting private buildings; and building new classrooms or adding modular classes. Despite adding nearly 60 classrooms to our existing schools through this “Expand-in-Place” strategy, the schools continue to be severely overcrowded.

While the increase in size of Brookline’s kindergarten enrollment has driven the growth, these larger elementary grades will soon begin to enter the high school. Brookline High School is currently experiencing the initial wave of rapid enrollment growth that will increase the student body from 1,800 students in 2015, to at least 2,600 or more students by 2023. This CIP continues to address the overcrowding issue in a comprehensive manner:

- Classroom Capacity – in both FY08 and FY10, Town Meeting appropriated \$400,000 to address space needs, followed by \$530,000 in FY11 and \$1.75 million in FY’s 13-15. The CIP includes an additional \$8.6 million over the course of the six years, with \$2.25 million coming in FY16. The Classroom Capacity item in FY 2020 covers the leases at the temples, 62 Harvard, 24 Webster Place and the Baker modules. The FY2021 – 2025 budgets assume continuation of those lease arrangements.
- Building Projects - To address Brookline’s ongoing enrollment growth and space capacity issues, the School Committee, Select Board, Building Department staff, and School Department staff continue to work on three important capital improvement projects: In May 2018, Brookline voters supported a debt exclusion override to fund the expansion and renovation of Brookline High School. The project is now in the midst of construction for the High School renovation and expansion.
- On September 26, 2019, the School Committee unanimously approved moving forward with the Long-Term Capital Plan to address Brookline’s overcrowded schools, substandard facilities, and historic enrollment growth over the past ten years. Through this plan, the district will renovate and expand the Pierce School through the Massachusetts School Building Authority (MSBA) partnership and renovate and expand the Driscoll School. At the December 10, 2019, special election, Brookline

voters approved a debt exclusion override to fund the development of a new Driscoll School. This CIP does not include an estimate for the Pierce School project beyond the feasibility/schematic design phase, but a Debt Exclusion Override is also assumed for this project.

All of this is being addressed while at the same time continuing to address on-going infrastructure improvements including streets, sidewalks, parks/playgrounds, and water/sewer systems. The core of any CIP should be the repair of and improvement to a community's infrastructure and that is the case with this CIP. Governmental jurisdictions across the country continue to struggle with the issue of funding infrastructure needs, especially in these economic and budgetary times. Brookline's CIP policies (dedicated CIP funding) and taxpayer support (debt exclusions for Schools and an Override that included infrastructure needs) have allowed the community to fund these needs far more adequately than what would have been available within the constraints of the general budget.

The following schedule reflects the CIP expenditure activity for fiscal 2020, together with outstanding encumbrances and available budget balances, for both Debt and Revenue Funded Capital Projects:

Fiscal 2020 Schedule of Capital Improvement Plan Expenditures, Encumbrances and Available Budget

	All Capital Improvement Projects			Revenue Financed Projects			Debt Financed Projects		
	Expended in Fiscal 2020	Encumbrances	Available Budget	Expended in Fiscal 2020	Encumbrances	Available Budget	Expended in Fiscal 2020	Encumbrances	Available Budget
General Government Capital Equipment/Planning.....	\$ 467,669	\$ 277,195	\$ 83,269	\$ 396,349	\$ 247,422	\$ 73,257	\$ 71,320	\$ 29,773	\$ 10,012
Building Projects.....	51,294,456	106,277,259	163,693,586	4,055,694	521,325	2,861,560	47,238,762	105,755,934	160,832,026
Public Safety Projects.....	843,406	860,490	118,496	22,957	860,490	112,924	820,449	-	5,572
DPW Projects.....	8,726,989	4,956,403	11,743,610	4,767,893	4,357,219	6,691,716	3,959,096	599,184	5,051,894
Recreation Projects.....	42,780	-	211,646	42,780	-	211,646	-	-	-
Library Projects.....	5,185	-	14,469	5,185	-	14,469	-	-	-
DPW Enterprise Related Projects.....	2,468,629	672,930	8,209,089	341,553	60,735	153,397	2,127,076	612,195	8,055,692
Golf Enterprise Projects.....	16,086	-	748,914	-	-	-	16,086	-	748,914
Grand Total	\$63,865,200	\$ 113,044,277	\$ 184,823,079	\$ 9,632,411	\$ 6,047,191	\$ 10,118,969	\$54,232,789	\$ 106,997,086	\$ 174,704,110

Capital Asset and Debt Administration

Capital Assets. The Town of Brookline's investment in capital assets for its governmental and business type activities as of June 30, 2020, amount to \$507.1 million (net of depreciation). This investment in capital assets includes land, buildings, improvements to land and buildings, machinery and equipment, vehicles, roads, sidewalks, bridges and water and sewer lines.

The net increase in the Town of Brookline's investment in capital assets for the current year was \$57.5 million, including a \$56.4 million increase for governmental activities and an \$1.1 million increase for business-type activities.

As noted in the table above the Town's major capital projects relate to school renovations and various infrastructure projects.

Major Capital asset additions during the current year included the following:

- ❖ Approximately \$2 million was capitalized for the building improvements.
- ❖ Approximately \$3.3 million was capitalized for town park improvements.
- ❖ Approximately \$6.3 million was capitalized for roads, sidewalks, wastewater, and other related infrastructure.
- ❖ Approximately \$4.8 million was capitalized for machinery and equipment.
- ❖ Approximately \$3.5 million was capitalized for water improvements.
- ❖ Approximately \$5.3 million was capitalized for playground and reservoir improvements.

Please see Note 4 for further capital asset information.

Town of Brookline's Capital Assets (Net of Depreciation)								
	Governmental Activities			Business –Type Activities			Total	
	2020	2019		2020	2019		2020	2019
Land	\$ 874,873	\$ 874,873		\$ -	\$ -		\$ 874,873	874,873
Construction in Progress	160,379,607	99,106,315		-	-		160,379,607	99,106,315
Land Improvements	26,089,273	24,236,254		1,797,725	1,595,912		27,886,999	25,832,166
Buildings	210,156,215	220,310,192		2,803,398	2,613,170		212,959,613	222,923,362
Machinery and Equipment	16,115,275	14,431,521		1,605,515	1,289,646		17,720,790	15,721,167
Infrastructure	31,591,829	29,811,082		55,641,623	55,268,867		87,233,451	85,079,949
Total	\$ 445,207,071	\$ 388,770,237		\$ 61,848,261	\$ 60,767,595		\$ 507,055,332	\$ 449,537,832

Long-term Debt. At the end of the current year, the Town of Brookline had total bonded debt outstanding of \$318,474,700 of which \$308,024,000 is governmental debt and \$10,450,700 million is business-type debt. This entire amount is classified as outstanding long-term debt. In the current year, the Town issued \$149,124,000 of governmental and \$5,300,000 of business-type debt net of capitalized bond premiums.

Please see notes 6 and 7 for further debt information.

In 2005, the Commonwealth enacted legislation that changed the method for funding the school building assistance program. Under this program, the assistance is paid to support construction costs and reduce the total debt service of the Town. The Town has been approved for a project at the Florida Ruffin Ridley School, formerly known as the Devotion School under this program. Through the end of FY2020, the Town has recorded capital grant revenue totaling approximately \$23.5 million, from the MSBA which is equal to 38.30% of approved construction costs incurred to date. The Town received reimbursements related to the Florida Ruffin Ridley School for approximately \$899,000 in 2020 and recorded a receivable of \$802,000.

Cash and Investments

At June 30, 2020, the Town had recorded Cash and Investments of \$299,935,350. Additional adjustments for accounts not maintained by the Treasurer, but included in overall financial statement cash, were Library Cash of \$142,576; Investment accounts maintained by the Trustees of the Brookline Public Library of \$4,144,248; and Cash and Investment accounts maintained by the Brookline Retirement System of \$4,177,267 and \$339,612,499 respectively. This resulted in total Cash and Investments of \$648,011,940 as reflected in the basic financial statements.

Requests for Information

This financial report is designed to provide a general overview of the Town of Brookline's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Comptroller at Brookline Town Hall, 333 Washington Street, Brookline, Massachusetts 02146.

You are also invited to visit our website at <http://www.brooklinema.gov>.

Basic Financial Statements

STATEMENT OF NET POSITION

JUNE 30, 2020

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 189,351,600	\$ 13,265,727	\$ 202,617,327
Investments.....	35,492,127	-	35,492,127
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	8,302,414	-	8,302,414
Tax liens.....	1,123,911	-	1,123,911
Motor vehicle and other excise taxes.....	564,463	-	564,463
User charges.....	234,285	7,036,192	7,270,477
Departmental and other.....	6,384,769	-	6,384,769
Intergovernmental - other.....	7,354,602	-	7,354,602
Internal balances.....	25,000	(25,000)	-
Other assets.....	80,293	-	80,293
Total current assets.....	248,913,464	20,276,919	269,190,383
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Intergovernmental - other.....	421,000	-	421,000
Internal balances.....	300,000	(300,000)	-
Capital assets, nondepreciable.....	161,254,480	-	161,254,480
Capital assets, net of accumulated depreciation.....	283,952,591	61,848,261	345,800,852
Total noncurrent assets.....	445,928,071	61,548,261	507,476,332
TOTAL ASSETS.....	694,841,535	81,825,180	776,666,715
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions.....	9,325,637	209,436	9,535,073
Deferred outflows related to other postemployment benefits.....	3,926,434	80,949	4,007,383
TOTAL DEFERRED OUTFLOWS OF RESOURCES.....	13,252,071	290,385	13,542,456
LIABILITIES			
CURRENT:			
Warrants payable.....	14,970,440	97,309	15,067,749
Accrued payroll.....	1,175,635	-	1,175,635
Tax refunds payable.....	7,927,205	-	7,927,205
Accrued interest.....	3,219,613	88,575	3,308,188
Other liabilities.....	1,104,029	19,723	1,123,752
Unearned revenue.....	483,813	-	483,813
Capital lease obligations.....	171,275	-	171,275
Landfill closure.....	312,000	-	312,000
Compensated absences.....	7,142,698	361,365	7,504,063
Workers' compensation.....	298,000	-	298,000
Notes payable.....	6,700,000	-	6,700,000
Bonds payable.....	15,555,401	1,771,665	17,327,066
Total current liabilities.....	59,060,109	2,338,637	61,398,746
NONCURRENT:			
Capital lease obligations.....	174,410	-	174,410
Landfill closure.....	720,000	-	720,000
Compensated absences.....	2,436,497	101,452	2,537,949
Workers' compensation.....	2,682,000	-	2,682,000
Net pension liability.....	208,759,420	4,688,328	213,447,748
Net other postemployment benefits liability.....	248,338,161	5,119,852	253,458,013
Bonds payable.....	314,284,497	9,648,439	323,932,936
Total noncurrent liabilities.....	777,394,985	19,558,071	796,953,056
TOTAL LIABILITIES.....	836,455,094	21,896,708	858,351,802
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions.....	14,057,094	315,695	14,372,789
Deferred inflows related to other postemployment benefits.....	21,474,429	442,726	21,917,155
TOTAL DEFERRED INFLOWS OF RESOURCES.....	35,531,523	758,421	36,289,944
NET POSITION			
Net investment in capital assets.....	244,655,935	59,877,210	304,533,145
Restricted for:			
Permanent funds:			
Expendable.....	5,238,331	-	5,238,331
Nonexpendable.....	1,913,176	-	1,913,176
Gifts and grants.....	13,620,157	-	13,620,157
Unrestricted.....	(429,320,610)	(416,774)	(429,737,384)
TOTAL NET POSITION.....	\$ (163,893,011)	\$ 59,460,436	\$ (104,432,575)

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2020

		Program Revenues				
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue	
Primary Government:						
<i>Governmental Activities:</i>						
General government.....	\$ 25,114,532	\$ 7,758,514	\$ 851,899	\$ -	\$ (16,504,119)	
Public safety.....	68,146,241	10,091,007	639,908	-	(57,415,326)	
Education.....	200,834,324	7,637,025	55,646,703	375,109	(137,175,487)	
Public works.....	26,120,122	4,345,095	579,944	508,256	(20,686,827)	
Community development.....	1,095,663	102,866	2,097,694	-	1,104,897	
Human services.....	6,472,042	448,077	576,702	-	(5,447,263)	
Leisure services.....	13,150,748	2,431,714	575,910	-	(10,143,124)	
COVID-19.....	1,281,094	-	1,281,094	-	-	
Interest.....	7,057,774	-	52,662	-	(7,005,112)	
Total Governmental Activities.....	349,272,540	32,814,298	62,302,516	883,365	(253,272,361)	
<i>Business-Type Activities:</i>						
Water and sewer.....	28,578,147	27,921,226	-	1,968,300	1,311,379	
Golf course.....	1,772,708	1,434,386	-	-	(338,322)	
Total Business-Type Activities.....	30,350,855	29,355,612	-	1,968,300	973,057	
Total Primary Government.....	\$ 379,623,395	\$ 62,169,910	\$ 62,302,516	\$ 2,851,665	\$ (252,299,304)	

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2020

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ <u>(253,272,361)</u>	\$ <u>973,057</u>	\$ <u>(252,299,304)</u>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	237,170,693	-	237,170,693
Motor vehicle and other excise taxes.....	6,531,428	-	6,531,428
Hotel/motel tax.....	2,285,895	-	2,285,895
Meals and marijuana excise taxes.....	2,988,797	-	2,988,797
Penalties and interest on taxes.....	572,118	-	572,118
Payments in lieu of taxes.....	1,590,248	-	1,590,248
Grants and contributions not restricted to specific programs.....	7,259,824	-	7,259,824
Unrestricted investment income.....	1,697,233	33,302	1,730,535
Miscellaneous.....	<u>502,826</u>	<u>-</u>	<u>502,826</u>
Total general revenues and transfers.....	<u>260,599,062</u>	<u>33,302</u>	<u>260,632,364</u>
Change in net position.....	7,326,701	1,006,359	8,333,060
<i>Net position:</i>			
Beginning of year, as restated.....	<u>(171,219,712)</u>	<u>58,454,077</u>	<u>(112,765,635)</u>
End of year.....	\$ <u><u>(163,893,011)</u></u>	\$ <u><u>59,460,436</u></u>	\$ <u><u>(104,432,575)</u></u>
			(Concluded)

See notes to basic financial statements.

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2020

	General	Florida Ruffin Ridley School Renovation	High School Capital	Capital Article Fund	Chapter 90 Highway Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS							
Cash and cash equivalents.....	\$ 32,982,900	\$ 824,168	\$ 117,740,545	\$ 14,241,740	\$ -	\$ 17,250,189	\$ 183,039,542
Investments.....	16,060,650	-	9,993,178	-	-	9,438,299	35,492,127
Receivables, net of uncollectibles:							
Real estate and personal property taxes.....	8,302,414	-	-	-	-	-	8,302,414
Tax liens.....	1,123,911	-	-	-	-	-	1,123,911
Motor vehicle and other excise taxes.....	564,463	-	-	-	-	-	564,463
User charges.....	234,285	-	-	-	-	-	234,285
Departmental and other.....	6,304,627	-	-	-	-	80,142	6,384,769
Intergovernmental - other.....	823,000	802,167	-	-	3,394,253	2,756,182	7,775,602
Due from other funds.....	325,000	1,558,249	-	-	-	-	1,883,249
Other assets.....	75,080	-	-	-	-	5,213	80,293
TOTAL ASSETS.....	\$ 66,796,330	\$ 3,184,584	\$ 127,733,723	\$ 14,241,740	\$ 3,394,253	\$ 29,530,025	\$ 244,880,655
LIABILITIES							
Warrants payable.....	\$ 823,335	\$ -	\$ 13,637,874	\$ 272,492	\$ 4,400	\$ 229,080	\$ 14,967,181
Accrued payroll.....	1,175,635	-	-	-	-	-	1,175,635
Tax refunds payable.....	7,927,205	-	-	-	-	-	7,927,205
Due to other funds.....	-	-	-	-	1,558,249	-	1,558,249
Other liabilities.....	1,099,631	-	-	1,000	-	3,398	1,104,029
Unearned revenue.....	229,121	-	-	-	-	254,692	483,813
Notes payable.....	-	-	2,000,000	-	-	4,700,000	6,700,000
TOTAL LIABILITIES.....	11,254,927	-	15,637,874	273,492	1,562,649	5,187,170	33,916,112
DEFERRED INFLOWS OF RESOURCES							
Unavailable revenue.....	15,100,236	-	-	-	1,831,604	1,649,659	18,581,499
FUND BALANCES							
Nonspendable.....	-	-	-	-	-	1,913,176	1,913,176
Restricted.....	-	3,184,584	112,095,849	-	-	20,780,020	136,060,453
Committed.....	-	-	-	13,968,248	-	-	13,968,248
Assigned.....	13,859,826	-	-	-	-	-	13,859,826
Unassigned.....	26,581,341	-	-	-	-	-	26,581,341
TOTAL FUND BALANCES.....	40,441,167	3,184,584	112,095,849	13,968,248	-	22,693,196	192,383,044
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 66,796,330	\$ 3,184,584	\$ 127,733,723	\$ 14,241,740	\$ 3,394,253	\$ 29,530,025	\$ 244,880,655

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2020

Total governmental fund balances.....	\$ 192,383,044
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	445,207,071
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....	18,581,499
The statement of net position includes certain deferred inflows of resources and deferred outflows of resources that will be amortized over future periods. In governmental funds, these amounts are not deferred.....	(22,279,452)
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position.....	3,328,799
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....	(3,219,613)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:	
Bonds payable.....	(329,839,898)
Net pension liability.....	(208,759,420)
Net other postemployment benefits liability.....	(248,338,161)
Landfill closure.....	(1,032,000)
Capital lease obligations.....	(345,685)
Compensated absences.....	(9,579,195)
Net effect of reporting long-term liabilities.....	(797,894,359)
Net position of governmental activities.....	\$ (163,893,011)

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2020

	General	Florida Ruffin Ridley School Renovation	High School Capital	Capital Article Fund	Chapter 90 Highway Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:							
Real estate and personal property taxes,							
net of tax refunds.....	\$ 235,489,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,489,172
Motor vehicle and other excise taxes.....	6,277,980	-	-	-	-	-	6,277,980
Hotel/motel tax.....	2,285,895	-	-	-	-	-	2,285,895
Meals tax.....	2,988,797	-	-	-	-	-	2,988,797
Charges for services.....	7,591,476	-	-	-	-	77,621	7,669,097
Penalties and interest on taxes.....	572,118	-	-	-	-	-	572,118
Fees and rentals.....	-	-	-	-	-	2,980	2,980
Payments in lieu of taxes.....	1,590,248	-	-	-	-	-	1,590,248
Licenses and permits.....	6,889,650	-	-	-	-	-	6,889,650
Fines and forfeitures.....	2,497,771	-	-	-	-	-	2,497,771
Intergovernmental - state aid.....	22,633,008	-	-	-	-	-	22,633,008
Intergovernmental - Teachers Retirement.....	35,148,656	-	-	-	-	-	35,148,656
Intergovernmental - other.....	-	375,109	-	-	1,002,639	9,876,555	11,254,303
Intergovernmental - COVID-19 relief.....	-	-	-	-	-	1,281,094	1,281,094
Departmental and other.....	5,088,926	-	-	-	-	9,660,118	14,749,044
Contributions and donations.....	-	-	-	-	-	1,358,735	1,358,735
Investment income.....	1,537,277	-	-	-	-	71,886	1,609,163
TOTAL REVENUES.....	330,590,974	375,109	-	-	1,002,639	22,328,989	354,297,711
EXPENDITURES:							
Current:							
General government.....	10,566,266	-	8,956	485,964	-	1,340,281	12,401,467
Public safety.....	42,400,002	-	-	667,986	-	2,121,650	45,189,638
Education.....	117,476,135	3,518,842	55,722,157	2,083,777	-	13,014,688	191,815,599
Public works.....	16,451,890	-	-	3,839,382	1,002,639	1,518,123	22,812,034
Community development.....	-	-	-	-	-	1,095,663	1,095,663
Human services.....	2,821,210	-	-	6,560	-	1,744,985	4,572,755
Leisure services.....	5,362,751	-	-	487,421	-	7,131,570	12,981,742
COVID-19.....	-	-	-	-	-	1,281,094	1,281,094
Pension benefits.....	24,416,252	-	-	-	-	-	24,416,252
Pension benefits - Teachers Retirement.....	35,148,656	-	-	-	-	-	35,148,656
Employee benefits.....	38,908,412	-	-	-	-	-	38,908,412
State and county charges.....	6,845,405	-	-	-	-	-	6,845,405
Debt service:							
Principal.....	11,333,360	-	-	-	-	-	11,333,360
Interest.....	6,642,986	-	-	-	-	-	6,642,986
TOTAL EXPENDITURES.....	318,373,325	3,518,842	55,731,113	7,571,090	1,002,639	29,248,054	415,445,063
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	12,217,649	(3,143,733)	(55,731,113)	(7,571,090)	-	(6,919,065)	(61,147,352)
OTHER FINANCING SOURCES (USES):							
Issuance of bonds.....	-	-	147,085,000	-	-	2,039,000	149,124,000
Premium from issuance of bonds.....	-	-	12,115,000	-	-	841,837	12,956,837
Capital lease financing.....	523,287	-	-	-	-	-	523,287
Transfers in.....	571,028	-	-	10,628,040	-	584,757	11,783,825
Transfers out.....	(10,767,000)	-	-	-	-	(1,016,825)	(11,783,825)
TOTAL OTHER FINANCING SOURCES (USES)....	(9,672,685)	-	159,200,000	10,628,040	-	2,448,769	162,604,124
NET CHANGE IN FUND BALANCES.....	2,544,964	(3,143,733)	103,468,887	3,056,950	-	(4,470,296)	101,456,772
FUND BALANCES AT BEGINNING OF YEAR.....	37,896,203	6,328,317	8,626,962	10,911,298	-	27,163,492	90,926,272
FUND BALANCES AT END OF YEAR.....	\$ 40,441,167	\$ 3,184,584	\$ 112,095,849	\$ 13,968,248	\$ -	\$ 22,693,196	\$ 192,383,044

See notes to basic financial statements.

6.A.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2020

Net change in fund balances - total governmental funds.....	\$ 101,456,772
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>	
Capital outlay.....	76,262,869
Depreciation expense.....	<u>(19,826,035)</u>
Net effect of reporting capital assets.....	56,436,834
<p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable differ between the two statements. This amount represents the net change in unavailable revenue.....</p>	
	2,213,460
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are unavailable and amortized in the Statement of Activities.</p>	
Principal payments on capital leases.....	177,602
Issuance of bonds.....	(149,124,000)
Premium from issuance of bonds.....	(12,956,837)
Capital lease financing.....	(523,287)
Net amortization of premium from issuance of bonds.....	960,728
Debt service principal payments.....	<u>11,333,360</u>
Net effect of reporting long-term debt.....	(150,132,434)
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>	
Net change in compensated absences accrual.....	(738,140)
Net change in accrued interest on long-term debt.....	(1,375,516)
Net change in deferred outflow/(inflow) of resources related to pensions.....	(26,615,364)
Net change in net pension liability.....	25,851,415
Net change in deferred outflow/(inflow) of resources related to other postemployment benefits.....	5,789,946
Net change in net other postemployment benefits liability.....	(5,873,502)
Net change in landfill closure.....	<u>(104,000)</u>
Net effect of recording long-term liabilities.....	(3,065,161)
The net activity of internal service funds is reported with Governmental Activities.....	<u>417,230</u>
Change in net position of governmental activities.....	<u>\$ 7,326,701</u>

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2020

	Water and Sewer	Golf Course	Total	Governmental Activities - Internal Service Fund
ASSETS				
CURRENT:				
Cash and cash equivalents.....	\$ 12,917,480	\$ 348,247	\$ 13,265,727	\$ 6,312,058
Receivables, net of allowance for uncollectibles:				
User charges.....	7,036,192	-	7,036,192	-
Total current assets.....	19,953,672	348,247	20,301,919	6,312,058
NONCURRENT:				
Capital assets, net of accumulated depreciation.....	59,494,668	2,353,593	61,848,261	-
TOTAL ASSETS.....	79,448,340	2,701,840	82,150,180	6,312,058
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows related to pensions.....	187,109	22,327	209,436	-
Deferred outflows related to other postemployment benefits.....	80,148	801	80,949	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES.....	267,257	23,128	290,385	-
LIABILITIES				
CURRENT:				
Warrants payable.....	93,776	3,533	97,309	3,259
Due to other funds.....	-	25,000	25,000	-
Accrued interest.....	77,178	11,397	88,575	-
Other liabilities.....	-	19,723	19,723	-
Compensated absences.....	337,670	23,695	361,365	-
Workers' compensation.....	-	-	-	298,000
Bonds payable.....	1,676,665	95,000	1,771,665	-
Total current liabilities.....	2,185,289	178,348	2,363,637	301,259
NONCURRENT:				
Due to other funds.....	-	300,000	300,000	-
Compensated absences.....	93,921	7,531	101,452	-
Workers' compensation.....	-	-	-	2,682,000
Net pension liability.....	4,188,536	499,792	4,688,328	-
Net other postemployment benefits liability.....	5,069,161	50,691	5,119,852	-
Bonds payable.....	8,643,439	1,005,000	9,648,439	-
Total noncurrent liabilities.....	17,995,057	1,863,014	19,858,071	2,682,000
TOTAL LIABILITIES.....	20,180,346	2,041,362	22,221,708	2,983,259
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows related to pensions.....	282,041	33,654	315,695	-
Deferred inflows related to other postemployment benefits.....	438,343	4,383	442,726	-
TOTAL DEFERRED INFLOWS OF RESOURCES.....	720,384	38,037	758,421	-
NET POSITION				
Net investment in capital assets.....	58,564,703	1,312,507	59,877,210	-
Unrestricted.....	250,164	(666,938)	(416,774)	3,328,799
TOTAL NET POSITION.....	\$ 58,814,867	\$ 645,569	\$ 59,460,436	\$ 3,328,799

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2020

	Water and Sewer	Golf Course	Total	Governmental Activities - Internal Service Fund
<u>OPERATING REVENUES:</u>				
Employer contributions.....	\$ -	\$ -	-	\$ 2,639,700
Charges for services.....	27,921,226	1,434,386	29,355,612	-
Other operating revenues.....	-	-	-	129,357
TOTAL OPERATING REVENUES	27,921,226	1,434,386	29,355,612	2,769,057
<u>OPERATING EXPENSES:</u>				
Cost of services and administration.....	26,298,786	1,432,733	27,731,519	-
Depreciation.....	2,092,676	295,397	2,388,073	-
Employee benefits.....	-	-	-	2,439,897
TOTAL OPERATING EXPENSES.....	28,391,462	1,728,130	30,119,592	2,439,897
OPERATING INCOME (LOSS).....	(470,236)	(293,744)	(763,980)	329,160
<u>NONOPERATING REVENUES (EXPENSES):</u>				
Investment income.....	11,453	21,849	33,302	88,070
Interest expense.....	(186,685)	(44,578)	(231,263)	-
TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	(175,232)	(22,729)	(197,961)	88,070
INCOME (LOSS) BEFORE CONTRIBUTIONS	(645,468)	(316,473)	(961,941)	417,230
CAPITAL CONTRIBUTIONS.....	1,968,300	-	1,968,300	-
CHANGE IN NET POSITION.....	1,322,832	(316,473)	1,006,359	417,230
NET POSITION AT BEGINNING OF YEAR, AS RESTATED.....	57,492,035	962,042	58,454,077	2,911,569
NET POSITION AT END OF YEAR.....	\$ 58,814,867	\$ 645,569	\$ 59,460,436	\$ 3,328,799

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2020

	Business-type Activities - Enterprise Funds			Governmental Activities - Internal Service Fund
	Water and Sewer	Golf Course	Total	
CASH FLOWS FROM OPERATING ACTIVITIES:				
Receipts from customers and users.....	\$ 27,307,279	\$ 1,334,386	\$ 28,641,665	\$ -
Receipts from interfund services provided.....	-	-	-	2,769,057
Payments to vendors.....	(23,500,486)	(776,090)	(24,276,576)	(2,293,973)
Payments to employees.....	(2,624,490)	(525,035)	(3,149,525)	-
NET CASH FROM OPERATING ACTIVITIES.....	1,182,303	33,261	1,215,564	475,084
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Proceeds from the issuance of bonds.....	5,272,700	-	5,272,700	-
Premium from the issuance of bonds.....	759,000	-	759,000	-
Capital contributions.....	1,968,300	-	1,968,300	-
Acquisition and construction of capital assets.....	(3,468,739)	-	(3,468,739)	-
Principal payments on bonds and notes.....	(1,486,528)	(106,490)	(1,593,018)	-
Interest expense.....	(194,308)	(45,383)	(239,691)	-
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	2,850,425	(151,873)	2,698,552	-
CASH FLOWS FROM INVESTING ACTIVITIES:				
Investment income.....	11,453	21,849	33,302	88,070
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	4,044,181	(96,763)	3,947,418	563,154
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	8,873,299	445,010	9,318,309	5,748,904
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 12,917,480	\$ 348,247	\$ 13,265,727	\$ 6,312,058
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH				
FROM OPERATING ACTIVITIES:				
Operating income (loss).....	\$ (470,236)	\$ (293,744)	\$ (763,980)	\$ 329,160
Adjustments to reconcile operating income to net cash from operating activities:				
Depreciation.....	2,092,676	295,397	2,388,073	-
Deferred (outflows)/inflows related to pensions.....	531,074	52,960	584,034	-
Deferred (outflows)/inflows related to OPEB.....	(118,187)	(1,182)	(119,369)	-
Changes in assets and liabilities:				
User charges.....	(613,947)	-	(613,947)	-
Other assets.....	-	70,394	70,394	-
Warrants payable.....	57,707	(31,889)	25,818	(5,076)
Due to other funds.....	-	(100,000)	(100,000)	-
Other liabilities.....	-	(4,236)	(4,236)	-
Compensated absences.....	70,536	(9,099)	61,437	-
Workers' compensation.....	-	-	-	151,000
Net pension liability.....	(487,212)	53,461	(433,751)	-
Other postemployment benefits.....	119,892	1,199	121,091	-
Total adjustments.....	1,652,539	327,005	1,979,544	145,924
NET CASH FROM OPERATING ACTIVITIES.....	\$ 1,182,303	\$ 33,261	\$ 1,215,564	\$ 475,084

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2020

	Pension and Other Employee Benefit Trust Funds	Private Purpose Trust Funds	Agency Funds
ASSETS			
Cash and cash equivalents.....	\$ 4,872,192	\$ 1,719,386	\$ -
Investments:			
Investments in Pension Reserve Investment Trust.....	379,068,421	-	-
U.S. treasuries.....	-	961,163	-
Government sponsored enterprises.....	-	1,423,557	-
Equity securities.....	-	2,550,240	-
Equity mutual funds.....	-	369,248	-
Alternative and real estate investments.....	18,938,279	-	-
Receivables, net of allowance for uncollectibles:			
Departmental and other.....	-	-	986,918
Due from other funds.....	-	505,484	-
TOTAL ASSETS.....	402,878,892	7,529,078	986,918
LIABILITIES			
Warrants payable.....	79,423	-	-
Other liabilities.....	-	361,476	481,434
Due to other funds.....	-	-	505,484
TOTAL LIABILITIES.....	79,423	361,476	986,918
NET POSITION			
Restricted for pensions.....	343,710,343	-	-
Restricted for other postemployment benefits.....	59,089,126	-	-
Held in trust for other purposes.....	-	7,167,602	-
TOTAL NET POSITION.....	\$ 402,799,469	\$ 7,167,602	\$ -

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2020

	Pension and Other Employee Benefit Trust Funds	Private Purpose Trust Funds
<u>ADDITIONS:</u>		
Contributions:		
Employer contributions.....	\$ 30,525,291	\$ -
Employer contributions for other postemployment benefit payments...	12,832,083	-
Member contributions.....	7,653,263	-
Retirement benefits - transfers from other systems.....	1,330,692	-
Private donations.....	-	147,127
Intergovernmental.....	321,833	-
	<hr/>	<hr/>
Total contributions.....	52,663,162	147,127
	<hr/>	<hr/>
Net investment income:		
Investment income.....	47,911,614	138,461
Less: investment expense.....	(2,381,598)	-
	<hr/>	<hr/>
Net investment income (loss).....	45,530,016	138,461
	<hr/>	<hr/>
TOTAL ADDITIONS.....	98,193,178	285,588
	<hr/>	<hr/>
<u>DEDUCTIONS:</u>		
Administration.....	457,782	-
Retirement benefits - transfers to other systems.....	2,527,108	-
Retirement benefits and refunds.....	32,410,301	-
Other postemployment benefit payments.....	12,832,083	-
Educational scholarships.....	-	204,367
	<hr/>	<hr/>
TOTAL DEDUCTIONS.....	48,227,274	204,367
	<hr/>	<hr/>
NET INCREASE (DECREASE) IN NET POSITION.....	49,965,904	81,221
	<hr/>	<hr/>
NET POSITION AT BEGINNING OF YEAR.....	352,833,565	7,086,381
	<hr/>	<hr/>
NET POSITION AT END OF YEAR.....	\$ 402,799,469	\$ 7,167,602
	<hr/>	<hr/>

See notes to basic financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Brookline, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

A. Reporting Entity

The Town was founded in 1630 as a part of Boston and was incorporated in 1705 under the Statutes of the Commonwealth of Massachusetts. The Town operates under a representative Town Meeting form of government and provides the following services to the residents of its community: administrative, public safety, public works, education, community development, water and sewer, health and human services, elder and leisure services.

The Town of Brookline is a municipal corporation that is governed by an elected Board of Selectmen.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units.

Component Unit Presented as a Fiduciary Fund – The following component unit is presented as a Fiduciary Fund of the primary government due to the nature and significance of relationship between the Town and the component unit.

The Brookline Contributory Retirement System (System) was established to provide retirement benefits to Town employees, the Brookline Housing Authority employees, and their beneficiaries. The System is governed by a five-member board comprised of the Town Comptroller (ex-officio), an appointee of the Board of Selectmen, two members elected by the Retirement System's participants, and one member appointed by the other four Board members. The Retirement System is presented using the accrual basis of accounting and is reported as the Pension Trust Fund in the fiduciary fund financial statements.

Availability of Financial Information for Component Units

The Retirement System is audited as part of the Town's financial statement audit. More information regarding the Retirement System may be obtained by contacting the Retirement System located at 11 Pierce Street, Brookline, MA 02445.

Joint Ventures – The Town is a member of the Massachusetts Water Resources Authority (MWRA), a joint venture with other Massachusetts governmental entities that was organized to provide water and sewer services to the respective members' Cities, Towns, and Districts. Complete financial statements for the MWRA can be obtained directly from their administrative office located at 100 First Avenue, Building 39, Boston, Massachusetts 02129.

The Town is also a member of the Massachusetts Bay Transportation Authority (MBTA), a joint venture with other Massachusetts governmental entities that was organized to provide public transportation services to the respective members' Cities, Towns, and Districts. Complete financial statements for the MBTA can be obtained directly from their administrative office located at 10 Park Plaza, Boston, Massachusetts 02116.

B. Government-Wide and Fund Financial Statements*Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows of resources, liabilities and deferred inflows of resources, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation*Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment.

Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, and claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days of year end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred, and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *Florida Ruffin Ridley School renovation fund* is used to account for financial resources for the renovation of the School building.

The *High school capital fund* is used to account for financial resources for school capital projects.

The *capital article fund* is used to account for revenue financed capital projects.

The *chapter 90 highway fund* is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, and sidewalks.

The nonmajor governmental funds consist of other special revenue, capital projects, and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds' financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

The *water and sewer enterprise fund* is used to account for the water and sewer activities.

The *golf enterprise fund* is used to account for the Town's golf course activities.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to workers' compensation, unemployment and municipal building insurance.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension and other postemployment benefit trust fund* is used to account for the activities of the Retirement System and the Town's defined benefit healthcare plan, which accumulate resources to provide pension and OPEB benefits to eligible retirees and their beneficiaries.

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

Government-Wide and Fund Financial Statements

For the government-wide financial statements, and proprietary and fiduciary fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 1, Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances, the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 for further details.

F. Accounts Receivable*Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate Taxes, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water and Sewer

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed annually and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the year of the levy.

Since the receivables are secured via the lien process, these accounts are considered fully collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables consist primarily of police and fire details and parking tickets and are recorded as receivables in the year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the

provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

G. Inventories

Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

H. Restricted Assets

Certain assets of the enterprise fund are classified as restricted if their use is restricted by contract covenants.

I. Deferred Outflows/Inflows of Resources

Government-Wide Financial Statements (Net Position)

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Town reported deferred outflows of resources relate to pensions and other postemployment benefits.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town reported deferred inflows of resources relate to pensions and other postemployment benefits.

Governmental Fund Financial Statements

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have not been recorded in the governmental fund financial statements, but the revenue is not available and so will *not* be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

J. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets; donated works of art; historical treasures and similar assets; and capital assets received in service concession arrangements are recorded at acquisition value.

Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costing more than \$60,000 and having a useful life of greater than one year are capitalized.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

Capital Asset Type	Estimated Useful Life (in years)
Land improvements.....	5-50
Buildings.....	5-50
Machinery and equipment.....	3-20
Infrastructure.....	10-75

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

K. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

The general fund has provided a long-term interest free loan to the golf enterprise fund and these balances are included in the statement of net position as "internal balances".

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

The general fund has provided a long-term interest free loan to the golf enterprise fund and these balances are included in the fund statements as "Due from other funds" or "Due to other funds".

L. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

M. Unearned and Unavailable Revenue

Unearned revenue at the government-wide and fund financial statement level represents resources that have been received, but not yet earned.

Unavailable revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements. As of June 30, 2020, unavailable revenue consisted of taxes billed not yet received and grant awards related to expenditure driven grants in which the grant requirements have not been met.

N. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been "restricted for" the following:

"Permanent funds - expendable" represents amounts held in trust for which the expenditures are restricted by various trust agreements.

"Permanent funds - nonexpendable" represents amounts held in trust for which only investment earnings may be expended.

"Grants and gifts" represents amounts restricted by outside sources for specific purposes.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Financial Statements (Fund Balances)

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town Meeting is the highest level of decision making authority that can commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Comptroller has the authority to assign fund balance. Funds are assigned when the Town has an obligation to purchase goods or services from the current years’ appropriation.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, or assigned to specific purposes within the general fund.

Sometimes the Town will fund outlays for a particular purpose from different components of fund balance. In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balances in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. When different components of fund balance can be used for the same purpose, it is the Town’s policy to consider restricted fund balance to have been depleted first, followed by committed fund balance, and assigned fund balance. Unassigned fund balance is applied last.

O. Long-term debt*Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable material bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

P. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of both the Brookline Contributory Retirement System ("System") and the Massachusetts Teachers Retirement System and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Q. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

The golf, water and sewer enterprise funds and the internal service funds retain their investment income.

R. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

S. Use of Estimates*Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

U. Total Column*Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 - CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents". The deposits and investments of the pension trust fund and the other postemployment benefits trust fund are held separately from those of other funds.

For the general fund, statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). Trust fund investments are subject to the Town's investment policies which are described further in this note. In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. At year-end, the carrying amount of deposits totaled \$23,927,336 and the bank balance totaled \$27,457,538. Of the bank balance, \$4,684,748 was covered by Federal Depository Insurance, and \$22,772,790 was exposed to custodial credit risk because it was uninsured and uncollateralized.

The Town's cash and cash equivalents consist of \$23,927,336 in deposits and \$181,104,302 in cash equivalents. These cash and cash equivalents are reported in both the primary government and the fiduciary funds. Those amounts totaled \$202,617,327 and \$2,414,311 respectively. The fiduciary amount includes OPEB Fund cash of \$694,925, which is blended with the Pension Trust Fund. See investments below for amounts designated as cash equivalents.

At December 31, 2019, the carrying amount of deposits for the Retirement System totaled \$4,177,267 and the bank balance totaled \$4,556,840. The entire bank balance of the System was covered by Federal Depository Insurance.

Investments

The Town of Brookline had the following investments, including cash equivalents classified as investments, at June 30, 2020:

Investment Type	Fair value	Maturities			
		Under 1 Year	1-5 Years	6-10 Years	Over 10 Years
<u>Debt securities:</u>					
U.S. Treasury bonds.....	\$ 9,380,674	\$ 6,500,952	\$ 2,648,941	\$ 230,781	\$ -
Government sponsored enterprises.....	3,970,112	1,970,741	1,891,731	107,640	-
Corporate bonds.....	1,143,423	204,952	716,345	222,126	-
Bond mutual funds.....	14,419,588	-	14,419,588	-	-
Total debt securities.....	28,913,797	\$ 8,676,645	\$ 19,676,605	\$ 560,547	\$ -
<u>Other investments:</u>					
Equity securities.....	7,495,379				
Equity mutual funds.....	4,144,248				
International securities.....	242,911				
Money market mutual funds	152,410,911				
Pension Reserve Investment Trust (OPEB).....	58,394,201				
MMDT - Cash portfolio.....	28,693,391				
Total investments.....	\$ 280,294,838				
Total investments per above.....	\$ 280,294,838				
Less: cash equivalents.....	(181,104,302)				
Total investments.....	\$ 99,190,536				

The Town's investments are reported in both the primary government and the fiduciary funds. Those amounts total \$35,492,127 and \$5,304,208 respectively. The OPEB investments are blended with the Pension Trust Fund and amount to \$58,394,201.

As of December 31, 2019, the Retirement System had the following investments:

<u>Other investments:</u>	
Alternative investments.....	\$ 14,875,975
Real estate.....	4,062,304
Pension Reserve Investment Trust (PRIT).....	320,674,220
Total investments.....	\$ 339,612,499

Custodial Credit Risk – Town Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the Town's investments, \$3,970,112 in Government Sponsored Enterprises, and \$7,495,379 in Equity Securities, the Town has a total custodial credit risk exposure of \$11,465,491 because the related securities are uninsured, unregistered and held by the counterparty.

The Town has an investment policy for custodial credit risk that states; 1) a maximum of 70% of the Town's portfolio can be in equity securities and further that any one security can make up only 5% of the Town's portfolio, 2) a maximum of 50% of the Town's portfolio can be in fixed income securities, 3) a maximum of 20% of the Town's portfolio can be in cash. The policy also states that there are no limits or restrictions with respect to U.S. Government Securities and that the minimum rating of bonds shall be investment grade.

Interest Rate Risk – Town Investments

In investments other than the general fund, the Town's formal investment policy limits the selection of investments to the prudent investor rule, which states that the trustee should exercise reasonable care, skill, and caution. The Town contracts with an investment manager who assists the Town in managing the investment exposure to fair value losses arising from increasing interest rates.

The Town participates in MMDT, which maintains a cash portfolio and short-term bond fund with combined average maturities of approximately 3 months.

Credit Risk – Town Investments

The Town has adopted a formal policy related to credit risk. At June 30, 2020 the Town's debt securities were rated as follows:

<u>Quality Rating</u>	<u>Government Sponsored Enterprises</u>	<u>Corporate Bonds</u>
AAA.....	\$ 3,970,112	\$ -
BAA.....	-	310,590
A+.....	-	109,447
A.....	-	222,126
A-.....	-	204,579
BBB+.....	-	194,712
BBB.....	-	101,969
Total.....	\$ <u>3,970,112</u>	\$ <u>1,143,423</u>

Custodial Credit Risk – Retirement System Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Retirement System will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The System does not have any investments subject to custodial credit risk.

The Retirement System has an investment policy for custodial credit risk that states the Retirement System is willing to accept a level of market risk consistent with moderate interim volatility without sacrificing the potential for long-term real growth of assets. To accomplish this goal the Retirement System will utilize extensive diversification to minimize company and industry specific risks while avoiding extreme levels of volatility that could adversely affect the Retirement Systems' participants. All decisions regarding the System's investment policies are voted on by the Retirement Board.

Interest Rate Risk – Retirement System

The Retirement System has a formal investment policy that establishes the objectives and constraints that govern the investment of the Retirement System's assets. The Retirement System's assets are structured to provide growth from capital gains and income, while maintaining sufficient liquidity to meet beneficiary payments.

When managing assets the Retirement System at all times must be in accordance with the provisions of the Public Employee Retirement Administration Commission (PERAC), the Employee Retirement Income Security Act (ERISA) and Department of Labor regulations.

The System participates in PRIT. The effective weighted duration rate for PRIT investments ranged from 0.14 to 16.03 years.

Concentration of Credit Risk

The Town limits the amount that may be invested in any one issuer to 5% of the total investments. At June 30, 2020, the Town does not have any investments that exceed the 5% threshold.

The Retirement System limits the amount that may be invested in any one issuer to 5% of the total investments. At December 31, 2019, the Retirement System does not have any investments that exceed the 5% threshold.

Fair Market Value of Investments

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurements as of June 30, 2020 are below:

Investment Type	June 30, 2020	Fair Value Measurements Using		
		Quoted Prices in Active Markets For Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments measured at fair value:				
<u>Debt securities:</u>				
U.S. treasury bonds.....	\$ 9,380,674	\$ 9,380,674	\$ -	\$ -
Government sponsored enterprises.....	3,970,112	3,970,112	-	-
Corporate bonds.....	1,143,423	-	1,143,423	-
Bond mutual funds.....	14,419,588	14,419,588	-	-
Total debt securities.....	28,913,797	27,770,374	1,143,423	-
<u>Other investments:</u>				
Equity securities.....	7,495,379	7,495,379	-	-
Equity mutual funds.....	4,144,248	4,144,248	-	-
International securities.....	242,911	242,911	-	-
Money market mutual funds.....	152,410,911	152,410,911	-	-
Total other investments.....	164,293,449	164,293,449	-	-
Total investments measured at fair value.....	193,207,246	\$ 192,063,823	\$ 1,143,423	\$ -
Investments measured at amortized cost:				
MMDT - Cash portfolio.....	28,693,391			
Investments measured at net asset value:				
Pension Reserve Investment Trust (OPEB)....	58,394,201			
Total investments.....	\$ 280,294,838			

U.S. Treasury bonds, government sponsored enterprises, corporate bonds, bond mutual funds, equity securities, equity mutual funds, international securities, and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique.

PRIT Investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The Town does not have the ability to control any of the investment decisions relative to its funds in PRIT.

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

Retirement System

The System significant amounts of investments that are measured at fair value on a recurring basis. Because investing is a key part of the plan's activities, the plan shows greater disaggregation in its disclosures. The plan chooses a tabular format for disclosing the levels within the fair value hierarchy.

The System categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. See Note 13 for schedules that breakdown the Pension and OPEB Trust figures. This schedule includes only Pension Trust investments.

The System has the following recurring fair value measurements as of December 31, 2019:

Investment Type	December 31, 2019	Fair Value Measurements Using		
		Quoted Prices in Active Markets For Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments measured at fair value:				
<u>Other investments:</u>				
Alternative investments.....	\$ 14,875,975	\$ -	\$ -	14,875,975
Real estate.....	4,062,304	-	-	4,062,304
Total investments measured at fair value.....	18,938,279	\$ -	\$ -	18,938,279
Investments measured at net asset value:				
Pension Reserve Investment Trust (PRIT).....	320,674,220			
Total investments.....	\$ 339,612,499			

Alternative investments and real estate classified in level 3 are valued using either a discounted cash flow or market comparable companies technique.

PRIT Investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board. The fair values of the positions in each investment Pool are the same

as the value of each Pool's shares. The System does not have the ability to control any of the investment decisions relative to its funds in PRIT.

NOTE 3 – RECEIVABLES

At June 30, 2020, receivables for the individual major governmental funds and non-major internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 8,302,414	\$ -	\$ 8,302,414
Tax liens.....	1,123,911	-	1,123,911
Motor vehicle and other excise taxes.....	908,285	(343,822)	564,463
User charges.....	234,285	-	234,285
Departmental and other.....	9,406,958	(3,022,189)	6,384,769
Intergovernmental - other.....	7,775,602	-	7,775,602
Total.....	\$ <u>27,751,455</u>	\$ <u>(3,366,011)</u>	\$ <u>24,385,444</u>

At June 30, 2020, receivables for the water and sewer enterprise fund totaled \$7,036,192. The amount is considered fully collectible.

Governmental funds report *deferred inflows of resources* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

At the end of the current year, the various components of *deferred inflows of resources* reported in the governmental funds were as follows:

	General Fund	Other Governmental Funds	Total
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 6,057,771	\$ -	\$ 6,057,771
Tax liens.....	1,116,090	-	1,116,090
Motor vehicle and other excise taxes.....	564,463	-	564,463
User charges.....	137,433	-	137,433
Departmental and other.....	6,401,479	80,141	6,481,620
Intergovernmental - other.....	823,000	3,401,122	4,224,122
Total.....	\$ <u>15,100,236</u>	\$ <u>3,481,263</u>	\$ <u>18,581,499</u>

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2020, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 874,873	\$ -	\$ -	\$ 874,873
Construction in progress.....	99,106,315	61,273,292	-	160,379,607
Total capital assets not being depreciated....	99,981,188	61,273,292	-	161,254,480
<u>Capital assets being depreciated:</u>				
Land improvements.....	46,320,978	4,901,266	-	51,222,244
Buildings.....	375,734,384	1,664,558	-	377,398,942
Machinery and equipment.....	42,610,201	4,130,549	-	46,740,750
Infrastructure.....	53,778,611	4,293,204	(2,400,595)	55,671,220
Total capital assets being depreciated.....	518,444,174	14,989,577	(2,400,595)	531,033,156
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(22,084,723)	(3,048,248)	-	(25,132,971)
Buildings.....	(155,424,193)	(11,818,535)	-	(167,242,728)
Machinery and equipment.....	(28,178,680)	(2,446,795)	-	(30,625,475)
Infrastructure.....	(23,967,529)	(2,512,457)	2,400,595	(24,079,391)
Total accumulated depreciation.....	(229,655,125)	(19,826,035)	2,400,595	(247,080,565)
Total capital assets being depreciated, net.....	288,789,049	(4,836,458)	-	283,952,591
Total governmental activities capital assets, net.....	\$ 388,770,237	\$ 56,436,834	\$ -	\$ 445,207,071
	Beginning Balance	Increases	Decreases	Ending Balance
Water and Sewer:				
Land improvements.....	\$ 201,230	\$ 434,047	\$ -	\$ 635,277
Buildings.....	3,119,030	367,350	-	3,486,380
Machinery and equipment.....	3,869,951	659,766	-	4,529,717
Infrastructure.....	81,281,118	2,007,576	-	83,288,694
Total capital assets being depreciated.....	88,471,329	3,468,739	-	91,940,068
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(112,487)	(28,276)	-	(140,763)
Buildings.....	(1,577,832)	(92,668)	-	(1,670,500)
Machinery and equipment.....	(2,650,154)	(336,912)	-	(2,987,066)
Infrastructure.....	(26,012,251)	(1,634,820)	-	(27,647,071)
Total accumulated depreciation.....	(30,352,724)	(2,092,676)	-	(32,445,400)
Total water and sewer activities capital assets, net....	\$ 58,118,605	\$ 1,376,063	\$ -	\$ 59,494,668

	Beginning Balance	Increases	Decreases	Ending Balance
Golf Course Activities:				
Land improvements.....	\$ 2,888,222	\$ -	\$ -	\$ 2,888,222
Buildings.....	2,028,007	-	-	2,028,007
Machinery and equipment.....	213,779	-	-	213,779
Total capital assets being depreciated.....	5,130,008	-	-	5,130,008
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(1,381,053)	(203,958)	-	(1,585,011)
Buildings.....	(956,035)	(84,454)	-	(1,040,489)
Machinery and equipment.....	(143,930)	(6,985)	-	(150,915)
Total accumulated depreciation.....	(2,481,018)	(295,397)	-	(2,776,415)
Total golf course activities capital assets, net.....	\$ 2,648,990	\$ (295,397)	\$ -	\$ 2,353,593

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:

General government.....	\$ 2,702,334
Public safety.....	1,704,519
Education.....	7,812,104
Public works.....	5,487,017
Human services.....	541,462
Culture and recreation.....	1,578,599
Total depreciation expense - governmental activities.....	\$ 19,826,035

Business-Type Activities:

Water and sewer.....	\$ 2,092,676
Golf course.....	295,397
Total depreciation expense - business-type activities.....	\$ 2,388,073

NOTE 5 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund receivables and payables between funds at June 30, 2020, relate to temporary short-term cash flow needs.

Interfund transfers for the year ended June 30, 2020, are summarized as follows:

Transfers Out:	Transfers In:			
	General fund	Capital Article fund	Nonmajor governmental funds	Total
General fund.....	\$ -	\$ 10,628,040	\$ 138,960	\$ 10,767,000
Nonmajor governmental funds.....	571,028	-	445,797	1,016,825
Total.....	\$ 571,028	\$ 10,628,040	\$ 584,757	\$ 11,783,825

Transfers represent amounts voted to fund the 2020 operating budget, fund various capital articles, and transfers between various non-major funds.

NOTE 6 – CAPITAL LEASES

The Town has entered into various lease agreements to finance the acquisition of DPW equipment. The lease agreement qualifies as a capital lease for accounting purposes and, therefore, have been recorded at the present value of future minimum lease payments as of the inception date.

The following identifies the assets acquired through capital lease agreements:

<u>Asset:</u>	<u>Governmental Activities</u>
Machinery and equipment..... \$	523,287
Less: accumulated depreciation...	<u>(52,329)</u>
Total..... \$	<u><u>470,958</u></u>

Future minimum lease payments under capitalized leases consist of the following at June 30, 2020:

<u>Years ending June 30:</u>	<u>Governmental Activities</u>
2021..... \$	177,601
2022.....	<u>177,602</u>
Total minimum lease payments.....	355,203
Less: amounts representing interest.....	<u>(9,518)</u>
Present value of minimum lease payments... \$	<u><u>345,685</u></u>

NOTE 7 - SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds, respectively.

Details related to the short-term debt activity for the year ended June 30, 2020, are as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2019	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2020
Governmental Funds:							
BAN	Municipal Purpose.....	3.00%	03/27/20	\$ 4,700,000	\$ -	\$ (4,700,000)	\$ -
BAN	Municipal Purpose.....	2.00%	03/25/21	-	4,700,000	-	4,700,000
BAN	Municipal Purpose.....	2.00%	03/25/21	-	2,000,000	-	2,000,000
Total Governmental Funds.....				\$ 4,700,000	\$ 6,700,000	\$ (4,700,000)	\$ 6,700,000

NOTE 8 - LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

The Town issued \$149.1 million of new general obligation bonds which was recognized in the governmental funds and \$5.3 million which was recognized in the water & sewer enterprise fund.

Details related to the Town's outstanding indebtedness and debt service requirements are as follows:

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2020
<i>Inside Debt Limit</i>				
Schools.....	2045	\$ 182,376,425	2.00-5.00	\$ 163,432,000
General Government.....	2045	83,167,578	2.00-5.00	42,655,000
Sub-total.....				206,087,000
<i>Outside Debt Limit</i>				
Schools.....	2044	121,283,325	2.00-5.00	101,937,000
Total Bonds Payable.....				308,024,000
Add: Unamortized premium on bonds.....				21,815,898
Total Bonds Payable, net.....				\$ 329,839,898

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2020
<i>Inside Debt Limit</i>				
Golf Course Fund.....	2036	\$ 2,315,490	2.00-5.00	\$ 1,100,000
Water Fund.....	2029	8,473,332	0.00-5.00	2,654,000
Sewer Fund.....	2029	16,852,350	0.00-5.00	6,696,700
Total Bonds Payable.....				10,450,700
Add: Unamortized premium on bonds.....				969,404
Total Bonds Payable, net.....				<u>\$ 11,420,104</u>

Included within the water fund is \$528,000 of direct debt from the MWRA. Included within the sewer debt is \$1,031,700 of direct debt from the MWRA.

Debt service requirements for principal and interest for governmental bonds payable are as follows:

Year	Principal	Interest	Total
2021.....\$	13,674,000	\$ 11,237,369	\$ 24,911,369
2022.....	13,785,000	10,773,293	24,558,293
2023.....	13,360,000	10,153,091	23,513,091
2024.....	13,140,000	9,552,330	22,692,330
2025.....	13,045,000	8,969,055	22,014,055
2026.....	12,650,000	8,379,167	21,029,167
2027.....	12,450,000	7,790,799	20,240,799
2028.....	12,630,000	7,203,525	19,833,525
2029.....	11,990,000	6,628,599	18,618,599
2030.....	11,765,000	6,068,299	17,833,299
2031.....	11,980,000	5,516,609	17,496,609
2032.....	11,655,000	5,015,250	16,670,250
2033.....	11,370,000	4,704,188	16,074,188
2034.....	11,350,000	4,417,968	15,767,968
2035.....	11,660,000	4,071,821	15,731,821
2036.....	11,965,000	3,715,491	15,680,491
2037.....	12,290,000	3,349,078	15,639,078
2038.....	12,615,000	2,970,268	15,585,268
2039.....	12,925,000	2,622,819	15,547,819
2040.....	13,230,000	2,265,214	15,495,214
2041.....	13,595,000	1,845,936	15,440,936
2042.....	13,395,000	1,414,474	14,809,474
2043.....	12,455,000	989,902	13,444,902
2044.....	10,680,000	581,102	11,261,102
2045.....	8,370,000	251,100	8,621,100
Total.....\$	<u>308,024,000</u>	<u>\$ 130,486,743</u>	<u>\$ 438,510,743</u>

Debt service requirements for principal and interest for enterprise fund bonds and notes payable are as follows:

Year	Principal	Interest	Total
2021.....\$	1,606,815 \$	400,958 \$	2,007,773
2022.....	1,360,815	346,587	1,707,402
2023.....	1,255,815	295,387	1,551,202
2024.....	1,200,815	249,264	1,450,079
2025.....	1,100,815	205,363	1,306,178
2026.....	947,525	164,408	1,111,933
2027.....	837,525	124,944	962,469
2028.....	742,525	89,912	832,437
2029.....	671,525	59,674	731,199
2030.....	521,525	29,711	551,236
2031.....	55,000	6,605	61,605
2032.....	40,000	4,731	44,731
2033.....	30,000	3,500	33,500
2034.....	30,000	2,552	32,552
2035.....	30,000	1,600	31,600
2036.....	20,000	652	20,652
Total..... \$	<u>10,450,700</u> \$	<u>1,985,848</u> \$	<u>12,436,548</u>

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During 2020, \$435,000 of such assistance was received for reimbursement. Approximately \$869,000 will be received in future years. Of this amount, \$46,000 represents reimbursement of long-term interest costs, and \$823,000 represents reimbursement of approved construction costs. Accordingly, a \$823,000 intergovernmental receivable and corresponding deferred inflows of resources has been reported in governmental fund financial statements. The deferred inflows of resources have been recognized as revenue in the conversion to the government-wide financial statements.

Beginning in 2005, the Commonwealth changed the method for funding the school building assistance program. Under the new program, the assistance is paid to support construction costs and reduce the total debt service of the Town. Through the end of 2020, the Town has received capital grant proceeds totaling \$23.4 million from the MSBA, which is equal to 38.30% of approved construction costs submitted for reimbursement. The Town anticipates receiving an additional \$802,000 of grant proceeds related to 2020. Accordingly, a \$802,000 intergovernmental receivable and corresponding deferred inflows of resources – unavailable revenue has been reported in the governmental fund financial statements. The unavailable revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit.

At June 30, 2020, the Town had the following authorized and unissued debt:

Purpose	Amount
Brookline High School Renovation.....	\$ 35,000,000
Driscoll Elementary School.....	90,300,000
School Building Fenestration Repairs.....	770,000
Traffic Circulation Improvements.....	1,200,000
Wastewater System Improvements.....	1,968,300
Devotion School Renovation.....	4,627,188
Golf Course Improvements.....	690,000
Roof Replacements (Various Buildings).....	350,000
Sewer Projects.....	265
Harry Downes Field.....	350,000
Driscoll School HVAC.....	4,000,000
Total.....	<u>\$ 139,255,753</u>

Changes in Long-term Liabilities

During the year ended June 30, 2020, the following changes occurred in long-term liabilities on the following page:

	Beginning Balance	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Increases	Other Decreases	Ending Balance	Due Within One Year
Governmental Activities:							
Long-term bonds payable.....	\$ 170,233,361	\$ 149,124,000	\$ (11,333,361)	\$ -	\$ -	\$ 308,024,000	\$ 13,674,000
Add: Unamortized premium on bonds.....	9,819,788	-	-	12,956,838	(960,728)	21,815,898	1,881,401
Total bonds payable.....	180,053,149	149,124,000	(11,333,361)	12,956,838	(960,728)	329,839,898	15,555,401
Capital lease obligations.....	-	-	-	523,287	(177,602)	345,685	171,275
Landfill closure.....	928,000	-	-	1,921,000	(1,817,000)	1,032,000	312,000
Compensated absences.....	8,841,055	-	-	7,145,280	(6,407,140)	9,579,195	7,142,698
Workers' compensation.....	2,829,000	-	-	575,350	(424,350)	2,980,000	298,000
Net pension liability.....	234,610,835	-	-	-	(25,851,415)	208,759,420	-
Other postemployment benefits.....	252,847,788	-	-	13,032,542	(17,542,169)	248,338,161	-
Total governmental activity long-term liabilities.....	<u>\$ 680,109,827</u>	<u>\$ 149,124,000</u>	<u>\$ (11,333,361)</u>	<u>\$ 36,154,297</u>	<u>\$ (53,180,404)</u>	<u>\$ 800,874,359</u>	<u>\$ 23,479,374</u>
Business-Type Activities:							
Long-term bonds payable.....	\$ 6,771,018	\$ 5,272,700	\$ (1,593,018)	\$ -	\$ -	\$ 10,450,700	\$ 1,606,815
Add: Unamortized premium on bonds.....	243,181	-	-	759,000	(32,777)	969,404	164,850
Total bonds payable.....	7,014,199	5,272,700	(1,593,018)	759,000	(32,777)	11,420,104	1,771,665
Compensated absences.....	401,378	-	-	363,957	(302,518)	462,817	361,365
Net pension liability.....	5,122,079	-	-	104,130	(537,881)	4,688,328	-
Other postemployment benefits.....	5,212,824	-	-	268,686	(361,658)	5,119,852	-
Total business-type activity long-term liabilities.....	<u>\$ 17,750,480</u>	<u>\$ 5,272,700</u>	<u>\$ (1,593,018)</u>	<u>\$ 1,495,773</u>	<u>\$ (1,234,834)</u>	<u>\$ 21,691,101</u>	<u>\$ 2,133,030</u>

Internal service funds predominantly serve the governmental funds. Accordingly, the internal service fund's long-term liabilities of \$2,980,000 for worker's compensation are included as part of the governmental activities totals above. Except for the amounts related to the internal service funds and a portion of the bonds, the governmental activities long-term liabilities are generally liquidated by the general fund.

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town has implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). The intention of GASB 54 is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements.

The reporting standard establishes a hierarchy for fund balance classifications and the constraints imposed on the uses of those resources.

GASB 54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed: fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- Unassigned: fund balance of the general fund that is not constrained for any particular purpose.

The Town has classified its fund balances with the following hierarchy:

	General	Devotion School Renovation	High School Capital	Capital Article Fund	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balances:						
Nonspendable:						
Permanent fund principal.....	\$ -	\$ -	\$ -	\$ -	1,913,176	\$ 1,913,176
Restricted for:						
Housing trust funds.....	-	-	-	-	3,980,051	3,980,051
Parking meter fund.....	-	-	-	-	1,182,006	1,182,006
Revolving funds.....	-	-	-	-	2,132,596	2,132,596
Trust funds.....	-	-	-	-	2,112	2,112
Federal grant funds.....	-	-	-	-	340,206	340,206
Gift and grant funds.....	-	-	-	-	2,668,530	2,668,530
Sale of cemetery lots/graves.....	-	-	-	-	593,865	593,865
Sale of municipal property.....	-	-	-	-	80,000	80,000
Other special revenue funds.....	-	-	-	-	2,640,791	2,640,791
Cemetery perpetual care.....	-	-	-	-	276,424	276,424
Library permanent fund.....	-	-	-	-	4,286,824	4,286,824
Other permanent funds.....	-	-	-	-	675,083	675,083
Debt financed school capital project.....	-	3,184,584	112,095,849	-	-	115,280,433
Debt financed town capital project.....	-	-	-	-	1,921,532	1,921,532
Committed to:						
Articles and continuing appropriations:						
Revenue financed capital article major fund...	-	-	-	13,968,248	-	13,968,248
Assigned to:						
Encumbrances:						
General government.....	409,660	-	-	-	-	409,660
Public safety.....	774,278	-	-	-	-	774,278
Education.....	440,747	-	-	-	-	440,747
Public works.....	670,161	-	-	-	-	670,161
Human services.....	29,189	-	-	-	-	29,189
Leisure services.....	61,100	-	-	-	-	61,100
Employee benefits.....	408,971	-	-	-	-	408,971
Free cash used for subsequent year budget.....	11,065,720	-	-	-	-	11,065,720
Unassigned.....	26,581,341	-	-	-	-	26,581,341
Total Fund Balances.....	\$ 40,441,167	\$ 3,184,584	\$ 112,095,849	\$ 13,968,248	\$ 22,693,196	\$ 192,383,044

NOTE 10 – STABILIZATION FUND

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

At year-end, the balance of the General Stabilization Fund is \$7,156,530 and is reported as unassigned fund balance within the General Fund. The fund earned \$383,661 of investment income during 2020. The stabilization fund balance can be used for general and/or capital purposes upon Town Meeting approval.

NOTE 11 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

The Town is self-insured for its workers' compensation, unemployment and municipal building insurance activities. These activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. Any incurred but not reported liability related to unemployment and municipal building insurance is deemed immaterial and is therefore not recorded.

Workers' Compensation - Claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town purchases individual stop loss insurance for claims in excess of the coverage provided by the Town in the amount of \$800,000. The estimated future workers' compensation liability is based on history and injury type.

At June 30, 2020, the amount of the liability for workers' compensation claims totaled \$2,980,000. Changes in the reported liability since July 1, 2018, are as follows:

	Balance at Beginning of Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Year-End	Current Portion
2019.....	\$ 2,786,000	\$ 1,602,519	\$ (1,559,519)	\$ 2,829,000	\$ 424,350
2020.....	2,829,000	1,965,356	(1,814,356)	2,980,000	298,000

NOTE 12 - PENSION PLAN*Plan Descriptions*

The Town is a member of the Brookline Contributory Retirement System (System), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 2 member units. The System is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. The System is a component unit and is reported as a pension trust fund in the fiduciary fund financial statements.

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor

and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>.

Special Funding Situation

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2019. The Town's portion of the collective pension expense, contributed by the Commonwealth, of \$35,148,656 is reported in the general fund as intergovernmental revenue and pension benefits in the current fiscal year. The portion of the Commonwealth's collective net pension liability associated with the Town is \$289,844,334 as of the measurement date.

Benefits Provided

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The Systems provide retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service. There were no reported changes in pension benefits as of December 31, 2019.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

At December 31, 2019, the System membership consists of the following:

Active members.....	1,411
Inactive members.....	1,593
Retirees and beneficiaries currently receiving benefits.....	<u>911</u>
Total.....	<u><u>3,915</u></u>

Contributions

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the BCRS a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The total member units' contribution for the year ended December 31, 2019, was \$25,453,548, 32.29% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The Town's proportionate share of the required contribution was \$24,615,433 which equaled its actual contribution. The Town made an additional contribution of \$34,785.

Pension Liabilities

The components of the net pension liability of the participating member units at June 30, 2020 were as follows:

Total pension liability.....	\$	564,124,005
Total pension plan's fiduciary net position.....		<u>(343,710,343)</u>
Total net pension liability.....	\$	<u>220,413,662</u>
The pension plan's fiduciary net position as a percentage of the total pension liability.....		60.93%

At June 30, 2020, the Town reported a liability of \$213,447,748 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2020. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2019, the Town's proportion was 96.84%, and at December 31, 2018, the Town's proportion was 96.93%.

Pension Expense

For the year ended June 30, 2020, the Town recognized pension expense of \$25,564,450. At June 30, 2020, the Town reported deferred outflows of resources related to pensions of \$9,535,073 and deferred inflows of resources related to pensions of \$14,372,789.

The balances of deferred outflows and inflows at June 30, 2020, for the Town are as follows:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ -	\$ (6,909,776)	\$ (6,909,776)
Difference between projected and actual earnings.....		(7,230,971)	(7,230,971)
Changes in assumptions.....	9,267,154	-	9,267,154
Changes in proportion and proportionate share of contributions.....	<u>267,919</u>	<u>(232,042)</u>	<u>35,877</u>
Total deferred outflows/(inflows) of resources.....	\$ <u>9,535,073</u>	\$ <u>(14,372,789)</u>	\$ <u>(4,837,716)</u>

The deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:

2021.....	\$ 479,535
2022.....	(2,011,182)
2023.....	1,176,128
2024.....	<u>(4,482,197)</u>
	<u>\$ (4,837,716)</u>

Noncontributory Retirement Allowance – The Town pays the entire retirement allowance for certain retirees who are eligible for noncontributory benefits and are not members of the Retirement System. The general fund expenditures for 2020 totaled \$38,699.

Actuarial Assumptions - The total pension liability in the January 1, 2020, actuarial valuation was determined using the following actuarial assumptions:

Valuation date.....	January 1, 2020
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method - UAAL.....	Appropriation increasing at 7.85% per year.
Remaining amortization period.....	As of July 1, 2020, 10 years.
Asset valuation method.....	Market value of assets less unrecognized return in each of the last five years. Unrecognized return is equal to the difference between the actual and expected return on a market value basis, and is recognized over a five-year period, further adjusted, if necessary, to be within 10% of the market value.
Investment rate of return.....	7.20% (previously 7.40%).
Discount rate.....	7.20% (previously 7.40%).
Inflation rate.....	3.50%
Projected salary increases.....	4.50% for Groups 1 and 2 and 4.75% for Group 4
Cost of living adjustments.....	3% of the first \$13,000 of the annual retirement allowance.
Mortality rates.....	<i>Pre-Retirement:</i> RP-2014 Blue Collar Employee Mortality Table projected generationally using Scale MP-2017. <i>Health Retiree:</i> RP-2014 Blue Collar Healthy Annuitant Mortality Table projected generationally using Scale MP-2017. <i>Disabled Retiree:</i> RP-2014 Blue Collar Healthy Annuitant Mortality Table set forward one year projected generationally using Scale MP-2017.

Investment policy

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the Board. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2020 are summarized in the following table on the next page:

<u>Asset Class</u>	<u>Long-Term Expected Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global equity		
Developed international equities.....	13.00%	6.78%
Emerging international equities.....	5.00%	8.65%
Core fixed income		
Core bonds.....	15.00%	1.11%
Value added fixed income		
High-yield bonds.....	8.00%	3.51%
Domestic equity.....	21.00%	6.15%
Private equity.....	13.00%	9.99%
Real estate.....	10.00%	4.33%
Commodities.....	4.00%	4.13%
Hedge fund, GTAA, Risk parity.....	11.00%	3.19%
Total.....	<u>100.00%</u>	

Rate of return

For the year ended December 31, 2019, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 15.95%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Discount rate

The discount rate used to measure the total pension liability was 7.20%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the net pension liability to changes in the discount rate

The following table presents the net pension liability, calculated using the discount rate of 7.20%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.20%) or 1-percentage-point higher (8.20%) than the current rate.

	December 31, 2019 Measurement Date		
	1% Decrease (6.20%)	Current Discount (7.20%)	1% Increase (8.20%)
The Town's proportionate share of the net pension liability.....	\$ 274,833,952	\$ 213,447,748	\$ 161,883,919

NOTE 13 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description - The Town of Brookline administers a single-employer defined benefit healthcare plan (Plan). The Plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town's group health insurance plan, which covers both active and retired members. Chapter 32b of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Plan does not issue a publicly available financial report.

Funding Policy - Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. For 2020, the Town contributes 83% of the cost of current-year premiums for healthcare for eligible retired plan members and their spouses and 75% of current-year premiums for life insurance for eligible plan members. For the year ended June 30, 2020, the Town's average contribution rate was 9.76% of covered-employee payroll.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to raise taxes necessary to begin prefunding its OPEB liabilities. The Town has named the Retirement System as Trustees of the OPEB Fund. The majority of assets are invested in the Pension Reserves Investment Trust (PRIT) Fund. The PRIT Fund is subject to oversight by the Pension Reserves Investment Management Board (PRIM) Board. A nine-member Board of Trustees governs the PRIM Board.

Investment Policy

The OPEB plan's assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the OPEB plan. The long-term real rate of return on OPEB investments was determined using the Town's investment policy. During 2020, the Town pre-funded future OPEB liabilities totaling \$5,071,743 by contributing funds to the Other Postemployment Benefit Fund in excess of the pay-as-you-go required contribution. These funds are reported within the Fiduciary Funds financial statements. As of June 30, 2020, the balance of this fund totaled \$59.1 million. The Town's policy is to fund contributions annually from the operating budget and to incrementally increase the contributions by at least \$250,000 per year until funding the total ARC.

Employees Covered by Benefit Terms – The following table represents the Plan's membership at June 30, 2018:

Active members.....	1,583
Inactive members currently receiving benefits.....	1,696
Total.....	3,279

Components of OPEB Liability – The following table represents the components of the Plan's OPEB liability as of June 30, 2020:

Total OPEB liability.....	\$	312,547,139
Less: OPEB plan's fiduciary net position.....		<u>(59,089,126)</u>
Net OPEB liability.....	\$	<u>253,458,013</u>
The OPEB plan's fiduciary net position		
as a percentage of the total OPEB liability.....		18.91%

Significant Actuarial Methods and Assumptions – The total OPEB liability in the June 30, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was updated to June 30, 2020, to be in accordance with GASB Statement #75:

Valuation date.....	June 30, 2018
Actuarial cost method.....	Entry Age Normal
Amortization method - UAAL..	Level percent of payroll
Asset valuation method.....	Market value
Investment rate of return.....	7.20%.
Healthcare cost trend rate.....	Medical and Prescription Drug: 7.50% decreasing by 0.50% for 7 years to an ultimate level of 5.00%. Medicare Part B Premium: 5.00%. Contributions: Retiree contributions are expected to increase with medical trend.
Discount rate.....	7.20%
	4.50% for Group 1 (excluding teachers) and Group 2 employees. 4.75% for Group 4 employees. Service related increases for teachers: 7.50% decreasing over 20 years to an ultimate level of 4.00%.
Mortality rates.....	Pre-Retirement: RP-2014 Blue Collar Employee Mortality Table projected generationally using Scale MP-2017
	Healthy Retiree: RP-2014 Blue Collar Healthy Annuitant Mortality Table projected generationally using Scale MP-2017
	Disabled Retiree: RP-2014 Blue Collar Healthy Annuitant Table set forward one year projected generationally using Scale MP-2017.
	Pre-Retirement (Teachers): RP-2014 White Collar Healthy Mortality Table projected generationally using Scale MP-2016.
	Healthy (Teachers): RP-2014 White Collar Healthy Annuitant Mortality Table projected generationally using Scale MP-2016.
	Disabled (Teachers): RP-2014 White Collar Healthy Annuitant Mortality Table set forward 4 years projected generationally using Scale MP-2016.

Rate of return – For the year ended June 30, 2020, the annual money-weighted rate of return on investments, net of investment expense, was 1.98%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return of by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and subtracting expected investment expenses and a risk margin.

The target allocation as of June 30, 2020, and projected arithmetic real rates of return for each major class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumptions are summarized below:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Global equity		
Developed International equities.....	13.00%	6.78%
Emerging international equities.....	5.00%	8.65%
Core fixed income		
Core bonds.....	15.00%	1.11%
Value added fixed income		
High-yield bonds.....	8.00%	3.51%
Domestic equity.....	21.00%	6.15%
Private equity.....	13.00%	9.99%
Real estate.....	10.00%	4.33%
Commodities.....	4.00%	4.13%
Hedge fund, GTAA, Risk parity.....	11.00%	3.19%
Total.....	100.00%	

Discount rate – The discount rate used to measure the total OPEB liability was 7.20% as of June 30, 2020, which did not change from the rate used at June 30, 2018. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Plan's funding policy. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be sufficient to make all projected benefit payments to current plan members.

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate – The following table presents the net other postemployment benefit liability and service cost, calculated using the discount rate of 7.20%, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a discount rate that is 1-percentage-point lower (6.20%) or 1-percentage-point higher (8.20%) than the current rate.

	1% Decrease (6.20%)	Current Discount Rate (7.20%)	1% Increase (8.20%)
Net OPEB liability.....	\$ 299,815,968	\$ 253,458,013	\$ 215,836,304

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Trend – The following table presents the net other postemployment benefit liability and service cost, calculated using the current healthcare trend rate of 7.50%, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

	1% Decrease	Current Trend	1% Increase
Net OPEB liability.....	\$ 207,448,577	\$ 253,458,013	\$ 312,048,700

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at June 30, 2019.....	\$ 300,645,216	\$ 53,181,797	\$ 247,463,419
Changes for the year:			
Service cost.....	9,147,433	-	9,147,433
Interest.....	21,843,116	-	21,843,116
Changes in assumptions and other inputs.....	(6,256,543)	-	(6,256,543)
Contributions - employer.....	-	17,903,826	(17,903,826)
Net investment income.....	-	835,586	(835,586)
Benefit payments.....	(12,832,083)	(12,832,083)	-
Net change.....	11,901,923	5,907,329	5,994,594
Balances at June 30, 2020.....	\$ 312,547,139	\$ 59,089,126	\$ 253,458,013

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB – For the year ended June 30, 2020, the GASB Statement #75 measurement date, the Town recognized OPEB expense of \$22,716,311. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ 1,773,732	\$ -	\$ 1,773,732
Difference between projected and actual earnings.....	2,233,651	-	2,233,651
Changes in assumptions.....	-	(21,917,155)	(21,917,155)
Total deferred outflows/(inflows) of resources.....	\$ 4,007,383	\$ (21,917,155)	\$ (17,909,772)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Measurement date year ended June 30:

2021.....	\$	(4,262,567)
2022.....		(3,952,136)
2023.....		(3,953,743)
2024.....		(3,953,742)
2025.....		(893,792)
Thereafter.....		(893,792)
Total.....	\$	<u>(17,909,772)</u>

Changes of Assumptions – The impact of the excise tax on high cost health plans (part of the Patient Protection and Affordable Care Act) was removed, as the tax was repealed effective December 20, 2019.

Changes in Plan Provisions – None.

NOTE 14 – FINANCIAL STATEMENTS FOR INDIVIDUAL PENSION AND OTHER POSTEMPLOYMENT BENEFIT TRUST FUNDS

GAAP requires that all Pension and Other Postemployment Trust Funds be combined and presented in one column in the Fiduciary Funds financial statements and that the individual financial statements for each trust fund plan are reported in the notes to the financial statements. Provided below are the individual financial statements for the pension and OPEB plans that are included in the Fiduciary Funds as Pension and Other Postemployment Benefit Trust Funds.

	Pension Trust Fund (as of December 31, 2019)	Other Postemployment Benefit Trust Fund	Total Pension and Other Postemployment Benefit Trust Funds
ASSETS			
Cash and cash equivalents.....	\$ 4,177,267	\$ 694,925	\$ 4,872,192
Investments:			
Investments in Pension Reserve Investment Trust.....	320,674,220	58,394,201	379,068,421
Alternative and real estate investments.....	18,938,279	-	18,938,279
TOTAL ASSETS.....	<u>343,789,766</u>	<u>59,089,126</u>	<u>402,878,892</u>
LIABILITIES			
Warrants payable.....	<u>79,423</u>	<u>-</u>	<u>79,423</u>
NET POSITION			
Restricted for pensions.....	343,710,343	-	343,710,343
Restricted for other postemployment benefits.....	<u>-</u>	<u>59,089,126</u>	<u>59,089,126</u>
TOTAL NET POSITION.....	<u>\$ 343,710,343</u>	<u>\$ 59,089,126</u>	<u>\$ 402,799,469</u>

	Pension Trust Fund (as of December 31, 2019)	Other Postemployment Benefit Trust Fund	Total Pension and Other Postemployment Benefit Trust Funds
ADDITIONS:			
Contributions:			
Employer contributions.....	\$ 25,453,548	\$ 5,071,743	\$ 30,525,291
Employer contributions for other postemployment benefit payments...	-	12,832,083	12,832,083
Member contributions.....	7,653,263	-	7,653,263
Transfers from other systems.....	1,330,692	-	1,330,692
Intergovernmental.....	321,833	-	321,833
Total contributions.....	34,759,336	17,903,826	52,663,162
Net investment income:			
Investment income.....	47,076,028	835,586	47,911,614
Less: investment expense.....	(2,381,598)	-	(2,381,598)
Net investment income (loss).....	44,694,430	835,586	45,530,016
TOTAL ADDITIONS.....	79,453,766	18,739,412	98,193,178
DEDUCTIONS:			
Administration.....	457,782	-	457,782
Transfers to other systems.....	2,527,108	-	2,527,108
Retirement benefits and refunds.....	32,410,301	-	32,410,301
Other postemployment benefit payments.....	-	12,832,083	12,832,083
TOTAL DEDUCTIONS.....	35,395,191	12,832,083	48,227,274
NET INCREASE (DECREASE) IN NET POSITION.....	44,058,575	5,907,329	49,965,904
NET POSITION AT BEGINNING OF YEAR.....	299,651,768	53,181,797	352,833,565
NET POSITION AT END OF YEAR.....	\$ 343,710,343	\$ 59,089,126	\$ 402,799,469

NOTE 15 - LANDFILL CLOSURE COSTS

State and federal laws and regulations require the Town to close its old landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site after closure. The Town operated a solid waste landfill that ceased operations in 1972. The Town has reflected \$1,032,000 as the estimate of the landfill closure and post-closure care liability at June 30, 2020. This amount is based on estimates of what it would cost to perform all future closure care. Actual costs may be higher due to inflation, deflation, changes in technology, or changes in regulations.

NOTE 16 - INTERFUND LOAN

On June 12, 2001, the General Fund issued an interest free note in the amount of \$500,000 to Putterham Meadows Golf Club Enterprise Fund to meet projected and capital expenses. The note is payable at \$25,000 per year, due on July 1 of each year. At June 30, 2020, the Golf Enterprise Fund paid the full outstanding loan balance of \$75,000.

On August 7, 2012, the General Fund issued an interest free note in the amount of \$500,000 to Putterham Meadows Golf Club Enterprise Fund for the construction of a maintenance shed. The note is payable at \$25,000 per year, beginning in 2015. At June 30, 2020 the outstanding loan balance was \$325,000.

NOTE 17 - COMMITMENTS

The Town has entered into a long-term contract with Casella Waste Management of Massachusetts, Inc. to load, haul and dispose of municipal solid waste. The Town is charged a flat rate per ton that is subject to increase annually. There are no minimum tonnage requirements that the Town must comply with. The FY19 price was \$76.00 per ton and the FY20 price is currently \$78.00 per ton. The contract expired on June 30, 2020, however a 5-year extension was approved. The FY21 contract price per ton has increased to \$78-\$118, total cost is expected to be \$835,000 and will be inflated by 3% for each subsequent year.

The Town entered into a long-term contract with Casella Waste Management of Massachusetts, Inc. to provide collection and processing of single stream recycling for the Town. The FY19 cost was \$1,201,590 for collection plus \$75 per ton processing fee minus the Average Commodity Rate (ACR) which was approximately \$75 per ton. The FY20 cost is \$1,228,626 for collection plus \$75 per ton processing minus the ACR which is approximately \$75 per ton. The contract expires on June 30, 2020, however a 5-year contract extension was approved. The FY21 contract price per ton has increased to \$90. The FY21 total contract price is expected to be \$1,839,050.

The Town has entered into contracts for renovations of the High School, including building a new addition at 111 Cypress St.; completed renovations of the Coolidge Corner (former Devotion) School totaling \$120.2 million; various Town and School building repairs; a fire maintenance facility; the Reservoir Park project; wastewater system improvements; and various other building and construction projects.

The School Department has entered into an agreement with Eastern Bus Company, Inc. to provide for regular ed transportation. The FY20 cost was \$387,063, the expected cost for FY21 is \$519,674. The contract was extended through FY23 with an additional 5 option years.

The School Department has also entered into an agreement with Y.C.N. Transportation, Inc., with specific details on ridership and routing yet to be finalized, to provide transportation for its special needs students. The FY20 cost was \$2,075,974 and the expected cost for FY 21 is \$2,751,860. The contract was extended through FY21.

NOTE 18 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2020.

NOTE 19 – COVID-19

On March 10, 2020, the Massachusetts Governor declared a state of emergency in response to the coronavirus outbreak. The World Health Organization officially declared the novel Coronavirus (COVID-19) a pandemic the following day. In an attempt to slow the spread of COVID-19, governments issued various stay at home orders that caused global economic shutdowns and substantial financial market impact. Starting in March 2020, the Governor continued to issue orders allowing governments to operate and carry out essential functions safely.

These included modifying the state's Open Meeting Law, issuing a stay-at-home order, and introducing a phased approach to reopening State businesses. The Town is considered an essential business and although it was closed to the public for a period of time, departments remained operational and most employees continued to perform their daily duties.

A number of businesses have been forced to stop or significantly reduce operations decreasing, the Town's portion of certain revenue. The Town has also incurred unanticipated costs specifically related to the pandemic.

On March 27, 2020 the United States Federal Government established the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the economic downfall caused by the COVID-19 pandemic. This Act requires that the payment from these funds be used only to cover expenses that; are necessary expenditures incurred due to the public health emergency with respect COVID-19; were not accounted for in the budget most recently approved as of March 27, 2020; and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. The Commonwealth and communities throughout the Commonwealth were awarded a portion of this federal funding. In addition to funding from the CARES Act, there are several other federal and state grants available.

The full extent of the financial impact cannot be determined as of the date of the financial statements.

NOTE 20 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 15, 2020, which is the date the financial statements were available to be issued.

NOTE 21 – RESTATEMENT OF NET POSITION PREVIOUSLY REPORTED

The Town restated its beginning net position as management has determined that it would be preferable to use the fiscal year end measurement date for GASB #75 to coincide with similar information reported for GASB #74. Accordingly, the beginning net position was updated to bring the measurement date from June 30, 2019, to June 30, 2020. The cumulative effect of the restatement is as follows:

	06/30/2019 Previously Reported Balances	Update of OPEB measurement date	06/30/2019 Restated Balances
Government-Wide Financial Statements			
Governmental activities.....	\$ (160,836,583)	\$ (10,383,129)	\$ (171,219,712)
Business-type activities.....	58,668,140	(214,063)	58,454,077
Total.....	\$ (102,168,443)	\$ (10,597,192)	\$ (112,765,635)
Business-type Activities - Enterprise Funds			
Water & Sewer enterprise fund.....	\$ 57,703,979	\$ (211,944)	\$ 57,492,035
Golf enterprise fund.....	964,161	(2,119)	962,042
Total.....	\$ 58,668,140	\$ (214,063)	\$ 58,454,077

NOTE 22 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During 2020, the following GASB pronouncement was implemented:

- GASB Statement #95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. This pronouncement postponed the effective dates of certain provisions in GASB Statements and Implementation Guides that first became effective or are scheduled to be effective for periods beginning after June 15, 2018 or later.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #84, *Fiduciary Activities*, which is required to be implemented in 2021.
- The GASB issued Statement #87, *Leases*, which is required to be implemented in 2022.
- The GASB issued Statement #89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, which is required to be implemented in 2022.
- The GASB issued Statement #90, *Majority Equity Interests – an amendment of GASB Statements #14 and #61*, which is required to be implemented in 2021.
- The GASB issued Statement #91, *Conduit Debt Obligations*, which is required to be implemented in 2023.
- The GASB issued Statement #92, *Omnibus 2020*, which is required to be implemented in 2022.
- The GASB issued Statement #93, *Replacement of Interbank Offered Rates*, which is required to be implemented in 2022.
- The GASB issued Statement #94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, which is required to be implemented in 2023.
- The GASB issued Statement #96, *Subscription-Based Information Technology Arrangements*, which is required to be implemented in 2023.
- The GASB issued Statement #97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*, in which certain paragraphs are required to be implemented in 2021 and 2022.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

Required Supplementary Information

This page intentionally left blank.

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2020

	Budgeted Amounts			
	(A)	(B)	(A+B)	
	Amounts Carried Forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 236,631,577	\$ 236,631,577	\$ 236,631,577
Motor vehicle and other excise taxes.....	-	6,521,096	6,521,096	6,142,644
Hotel/motel tax.....	-	1,994,120	1,994,120	1,994,120
Meals tax.....	-	1,087,738	1,087,738	1,466,190
Charges for services.....	-	2,950,000	2,950,000	6,127,450
Penalties and interest on taxes.....	-	525,676	525,676	525,676
Payments in lieu of taxes.....	-	1,010,509	1,010,509	1,010,509
Licenses and permits.....	-	3,498,725	3,498,725	3,494,225
Fines and forfeitures.....	-	3,392,000	3,392,000	3,392,000
Intergovernmental - state aid.....	-	22,272,877	22,272,877	22,297,877
Departmental and other.....	-	10,264,051	10,264,051	6,620,074
Investment income.....	-	447,300	447,300	447,300
TOTAL REVENUES.....	-	290,595,669	290,595,669	290,149,642
EXPENDITURES:				
Current:				
General government.....	350,774	10,644,447	10,995,221	12,218,394
Public safety.....	612,975	41,246,848	41,859,823	43,739,174
Education.....	507,290	117,447,106	117,954,396	118,085,289
Public works.....	674,444	15,674,680	16,349,124	17,043,738
Human services.....	13,700	2,832,624	2,846,324	3,051,065
Leisure services.....	10,947	5,387,094	5,398,041	5,463,863
Pension benefits.....	-	24,915,433	24,915,433	24,915,433
Employee benefits.....	-	47,655,458	47,655,458	44,401,313
State and county charges.....	-	6,825,698	6,825,698	6,826,231
Debt service:				
Principal.....	-	11,952,053	11,952,053	11,952,053
Interest.....	-	7,016,426	7,016,426	6,876,209
TOTAL EXPENDITURES.....	2,170,130	291,597,867	293,767,997	294,572,762
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(2,170,130)	(1,002,198)	(3,172,328)	(4,423,120)
OTHER FINANCING SOURCES (USES):				
Transfers in.....	-	2,617,704	2,617,704	3,088,731
Transfers out.....	-	(9,917,000)	(9,917,000)	(9,917,000)
TOTAL OTHER FINANCING SOURCES (USES).....	-	(7,299,296)	(7,299,296)	(6,828,269)
NET CHANGE IN FUND BALANCE.....	(2,170,130)	(8,301,494)	(10,471,624)	(11,251,389)
BUDGETARY FUND BALANCE, Beginning of year.....	-	37,441,009	37,441,009	37,441,009
BUDGETARY FUND BALANCE, End of year.....	\$ (2,170,130)	\$ 29,139,515	\$ 26,969,385	\$ 26,189,620

See notes to required supplementary information.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
\$ 234,846,237	\$ -	\$ (1,785,340)
6,277,980	-	135,336
2,285,895	-	291,775
2,988,797	-	1,522,607
7,591,476	-	1,464,026
572,118	-	46,442
1,590,248	-	579,739
6,889,650	-	3,395,425
2,497,771	-	(894,229)
22,633,008	-	335,131
5,088,926	-	(1,531,148)
1,153,616	-	706,316
294,415,722	-	4,266,080
10,566,266	409,660	1,242,468
42,400,002	774,278	564,894
117,476,135	440,747	168,407
15,928,603	670,161	444,974
2,821,210	29,189	200,666
5,362,751	61,100	40,012
24,954,132	-	(38,699)
41,738,235	408,971	2,254,107
6,845,405	-	(19,174)
11,333,360	-	618,693
6,642,986	-	233,223
286,069,085	2,794,106	5,709,571
8,346,637	(2,794,106)	9,975,651
3,088,731	-	-
(9,917,000)	-	-
(6,828,269)	-	-
1,518,368	(2,794,106)	9,975,651
37,441,009	-	-
\$ 38,959,377	\$ (2,794,106)	\$ 9,975,651

Pension Plan Schedules – Retirement System

The Pension Plan's Schedule of Changes in the Net Pension Liability presents multi-year trend information on the net pension liability and related ratios.

The Pension Plan's Schedule of Contributions presents multi-year trend information on the required and actual contributions to the pension plan and related ratios.

The Pension Plan's Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on retirement assets, net of investment expense.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY
AND RELATED RATIOS
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM**

	December 31, 2014	December 31, 2015	December 31, 2016	December 31, 2017	December 31, 2018	December 31, 2019
Total pension liability:						
Service cost.....	\$ 9,255,303	\$ 9,579,238	\$ 10,619,644	\$ 11,007,819	\$ 11,656,856	\$ 12,082,943
Interest.....	32,675,994	33,783,255	35,531,295	36,743,979	37,818,314	39,054,341
Differences between expected and actual experience.....	-	1,204,511	-	(6,466,344)	-	(7,358,257)
Changes in assumptions.....	-	18,752,117	-	18,331,477	-	6,648,961
Benefit payments.....	<u>(27,308,052)</u>	<u>(28,063,973)</u>	<u>(29,382,812)</u>	<u>(30,920,200)</u>	<u>(32,183,538)</u>	<u>(33,284,884)</u>
Net change in total pension liability.....	14,623,245	35,255,148	16,768,127	28,696,731	17,291,632	17,143,104
Total pension liability - beginning.....	<u>434,346,018</u>	<u>448,969,263</u>	<u>484,224,411</u>	<u>500,992,538</u>	<u>529,689,269</u>	<u>546,980,901</u>
Total pension liability - ending (a).....	<u>\$ 448,969,263</u>	<u>\$ 484,224,411</u>	<u>\$ 500,992,538</u>	<u>\$ 529,689,269</u>	<u>\$ 546,980,901</u>	<u>\$ 564,124,005</u>
Plan fiduciary net position:						
Employer contributions.....	\$ 18,432,347	\$ 19,232,179	\$ 20,290,863	\$ 21,885,829	\$ 24,208,429	\$ 25,453,548
Member contributions.....	6,233,795	6,197,022	6,514,452	7,403,133	7,295,624	7,653,263
Net investment income (loss).....	14,475,566	1,734,820	20,418,899	37,335,254	(8,149,249)	44,694,407
Administrative expenses.....	(416,818)	(413,350)	(475,767)	(477,128)	(635,414)	(457,782)
Retirement benefits and refunds.....	<u>(27,308,052)</u>	<u>(28,063,973)</u>	<u>(29,382,812)</u>	<u>(30,920,200)</u>	<u>(32,183,538)</u>	<u>(33,284,884)</u>
Net increase (decrease) in fiduciary net position.....	11,416,838	(1,313,302)	17,365,635	35,226,888	(9,464,148)	44,058,552
Fiduciary net position - beginning of year.....	<u>246,419,880</u>	<u>257,836,718</u>	<u>256,523,416</u>	<u>273,889,051</u>	<u>309,115,939</u>	<u>299,651,791</u>
Fiduciary net position - end of year (b).....	<u>\$ 257,836,718</u>	<u>\$ 256,523,416</u>	<u>\$ 273,889,051</u>	<u>\$ 309,115,939</u>	<u>\$ 299,651,791</u>	<u>\$ 343,710,343</u>
Net pension liability - ending (a)-(b).....	<u>\$ 191,132,545</u>	<u>\$ 227,700,995</u>	<u>\$ 227,103,487</u>	<u>\$ 220,573,330</u>	<u>\$ 247,329,110</u>	<u>\$ 220,413,662</u>
Plan fiduciary net position as a percentage of total pension liability.....	57.43%	52.98%	54.67%	58.36%	54.78%	60.93%
Covered payroll.....	\$ 64,829,168	\$ 67,587,462	\$ 70,417,269	\$ 73,332,427	\$ 76,361,036	\$ 78,839,469
Net pension liability as a percentage of covered payroll.....	294.82%	336.90%	322.51%	300.79%	323.89%	279.57%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

6.A.

SCHEDULE OF CONTRIBUTIONS BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered- payroll	Contributions as a percentage of covered- payroll
December 31, 2019.....	\$ 25,418,763	\$ (25,453,548)	\$ (34,785)	\$ 78,839,469	32.29%
December 31, 2018.....	23,568,626	(24,208,429)	(639,803)	76,361,036	31.70%
December 31, 2017.....	21,853,154	(21,885,829)	(32,675)	73,332,427	29.84%
December 31, 2016.....	20,262,544	(20,290,863)	(28,319)	70,417,269	28.82%
December 31, 2015.....	19,206,203	(19,232,179)	(25,976)	67,587,462	28.46%
December 31, 2014.....	18,204,932	(18,432,347)	(227,415)	64,829,168	28.43%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

SCHEDULE OF INVESTMENT RETURNS
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM

Year	Annual money-weighted rate of return, net of investment expense
December 31, 2019.....	15.95%
December 31, 2018.....	-1.75%
December 31, 2017.....	14.51%
December 31, 2016.....	8.83%
December 31, 2015.....	1.43%
December 31, 2014.....	7.01%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

See notes to required supplementary information.

Pension Plan Schedules - Town

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of Town's Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

The Schedule of the Special Funding Amounts of the Net Pension Liability for the Massachusetts Teachers Contributory Retirement System presents multi-year trend information on the liability and expense assumed by the Commonwealth of Massachusetts on behalf of the Town along with related ratios.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

6.A.

SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM

Year	Proportion of the net pension liability (asset)	Proportionate share of the net pension liability (asset)	Covered- payroll	Net pension liability as a percentage of covered- payroll	Plan fiduciary net position as a percentage of the total pension liability
December 31, 2019.....	96.84%	\$ 213,447,748	\$ 76,302,877	279.74%	60.93%
December 31, 2018.....	96.93%	239,732,913	74,102,462	323.52%	54.78%
December 31, 2017.....	96.69%	213,268,118	71,163,258	299.69%	58.36%
December 31, 2016.....	96.85%	219,943,037	68,135,389	322.80%	54.67%
December 31, 2015.....	96.92%	220,680,561	65,389,850	337.48%	52.98%
December 31, 2014.....	96.53%	184,493,444	62,892,101	293.35%	57.43%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

SCHEDULE OF THE TOWN'S CONTRIBUTIONS
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered- payroll	Contributions as a percentage of covered- payroll
June 30, 2020.....	\$ 24,615,433	\$ (24,650,218)	\$ (34,785)	\$ 76,302,877	32.31%
June 30, 2019.....	22,844,765	(23,484,568)	(639,803)	74,102,462	31.69%
June 30, 2018.....	21,129,395	(21,162,070)	(32,675)	71,163,258	29.74%
June 30, 2017.....	19,623,677	(19,651,996)	(28,319)	68,135,389	28.84%
June 30, 2016.....	18,614,041	(18,640,019)	(25,978)	65,389,850	28.51%
June 30, 2015.....	17,572,573	(17,799,988)	(227,415)	62,892,101	28.30%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE SPECIAL FUNDING AMOUNTS
OF THE NET PENSION LIABILITY
MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM**

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Therefore, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the associated collective net pension liability; the portion of the collective pension expense as both a revenue and pension expense recognized; and the Plan's fiduciary net position as a percentage of the total liability.

<u>Fiscal Year</u>	<u>Commonwealth's 100% Share of the Associated Net Pension Liability</u>	<u>Expense and Revenue Recognized for the Commonwealth's Support</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Liability</u>
2020.....	\$ 289,844,334	\$ 35,148,656	53.95%
2019.....	267,520,203	27,109,299	54.84%
2018.....	257,870,942	26,914,741	54.25%
2017.....	240,203,751	24,502,357	52.73%
2016.....	213,814,290	10,664,282	55.38%
2015.....	161,142,974	9,502,310	61.64%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

Other Postemployment Benefit Plan Schedules

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

The Schedule of the Town's Contributions presents multi-year trend information on the Town's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

**SCHEDULE OF CHANGES IN THE
TOWN'S NET OPEB LIABILITY AND RELATED RATIOS
OTHER POSTEMPLOYMENT BENEFIT PLAN**

	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020
Total OPEB Liability				
Service Cost.....	\$ 7,834,451	\$ 7,550,831	\$ 7,815,110	\$ 9,147,433
Interest.....	20,535,436	21,719,882	22,922,081	21,843,116
Differences between expected and actual experience....	-	-	2,344,363	-
Changes of assumptions.....	-	-	(27,305,099)	(6,256,543)
Benefit payments.....	<u>(11,482,521)</u>	<u>(12,699,732)</u>	<u>(13,899,848)</u>	<u>(12,832,083)</u>
Net change in total OPEB liability.....	16,887,366	16,570,981	(8,123,393)	11,901,923
Total OPEB liability - beginning.....	<u>275,310,262</u>	<u>292,197,628</u>	<u>308,768,609</u>	<u>300,645,216</u>
Total OPEB liability - ending (a).....	<u>\$ 292,197,628</u>	<u>\$ 308,768,609</u>	<u>\$ 300,645,216</u>	<u>\$ 312,547,139</u>
Plan fiduciary net position				
Employer contributions.....	\$ 3,774,837	\$ 4,480,080	\$ 4,570,465	\$ 17,903,826
Employer contributions for OPEB payments.....	11,482,522	12,699,732	13,899,848	-
Net investment income.....	3,931,640	3,857,373	2,575,123	835,586
Benefit payments.....	(11,482,521)	(12,699,732)	(13,899,848)	(12,832,083)
Administrative expense.....	<u>(18,611)</u>	<u>(5,500)</u>	<u>-</u>	<u>-</u>
Net change in plan fiduciary net position.....	7,687,867	8,331,953	7,145,588	5,907,329
Plan fiduciary net position - beginning of year.....	<u>30,016,389</u>	<u>37,704,256</u>	<u>46,036,209</u>	<u>53,181,797</u>
Plan fiduciary net position - end of year (b).....	<u>\$ 37,704,256</u>	<u>\$ 46,036,209</u>	<u>\$ 53,181,797</u>	<u>\$ 59,089,126</u>
Net OPEB liability - ending (a)-(b).....	<u>\$ 254,493,372</u>	<u>\$ 262,732,400</u>	<u>\$ 247,463,419</u>	<u>\$ 253,458,013</u>
Plan fiduciary net position as a percentage of the total OPEB liability.....	12.90%	14.91%	17.69%	18.91%
Covered-employee payroll.....	\$ 163,493,255	\$ 169,013,707	\$ 177,230,422	\$ 183,355,613
Net OPEB liability as a percentage of covered-employee payroll.....	155.66%	155.45%	139.63%	138.23%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for
which information is available.

See notes to required supplementary information.

SCHEDULE OF THE TOWN'S CONTRIBUTIONS
OTHER POSTEMPLOYMENT BENEFIT PLAN

<u>Year</u>	<u>Actuarially determined contribution</u>	<u>Contributions in relation to the actuarially determined contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Covered- employee payroll</u>	<u>Contributions as a percentage of covered- employee payroll</u>
June 30, 2020.....	\$ 23,261,978	\$ (17,903,826)	\$ 5,358,152	\$ 183,355,613	9.76%
June 30, 2019.....	22,132,173	(18,470,313)	3,661,860	177,230,422	10.42%
June 30, 2018.....	21,333,975	(17,179,812)	4,154,163	169,013,707	10.16%
June 30, 2017.....	20,434,161	(15,257,359)	5,176,802	163,493,255	9.33%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

6.A.

SCHEDULE OF INVESTMENT RETURNS **OTHER POSTEMPLOYMENT BENEFIT PLAN**

<u>Year</u>	<u>Annual money-weighted rate of return, net of investment expense</u>
June 30, 2020.....	1.98%
June 30, 2019.....	5.21%
June 30, 2018.....	9.40%
June 30, 2017.....	11.98%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

See notes to required supplementary information.

NOTE A - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**A. Budgetary Information**

Municipal Law requires the Town to adopt a balanced budget that is approved at the Annual Town Meeting. The Advisory Committee presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Expenditures are budgeted for each department by four major appropriation units, which are personal services, expenses, debt service and capital outlay that are mandated by Municipal Law. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Amendments to the originally adopted budget and transfers between departments require the approval of Town Meeting. Transfers between appropriation units within a department (except for the School Department and Library) require the approval of the Town Administrator and are subject to certain restrictions that may require authorization from the Board and Advisory Committee. Expenditures within the appropriation of the School Department are not restricted. Transfers between Library appropriation units require the approval of the Board of Library Trustees.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original 2020 approved budget, including amounts carried forward from the prior years authorized approximately \$303.7 million in appropriations. During 2020, Town Meeting approved appropriation increases totaling approximately \$805,000.

Funding for the current year budget comes from two primary sources: amounts raised in the current year and reserves accumulated over time (e.g. free cash and overlay). If the amount raised in the current year is less than the total amount appropriated, reserves are used to fund the difference. In 2020, the Town used approximately \$9.1 million of free cash to balance the budget. These reserves are used to fund one-time expenses, primarily capital projects.

The Office of the Comptroller has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 2020, is presented below:

Net change in fund balance - budgetary basis.....	\$ 1,518,368
<u>Perspective differences:</u>	
Activity of the stabilization fund recorded in the general fund for GAAP.....	383,661
<u>Basis of accounting differences:</u>	
Net change in recording tax refunds payable.....	(830,205)
Net change in recording 60 day receipts.....	1,473,140
Recognition of revenue for on-behalf payments.....	35,148,656
Recognition of expenditures for on-behalf payments.....	<u>(35,148,656)</u>
Net change in fund balance - GAAP basis.....	\$ <u>2,544,964</u>

C. Appropriation Deficits

During 2019, expenditures exceeded the budgeted appropriation for pension benefits and state and county expenditures. These deficits will be funded through tax levy and available funds in 2020.

NOTE B – PENSION PLAN***Brookline Contributory Retirement System Pension Plan Schedules***A. Schedule of Changes in the Net Pension Liability and Related Ratios

The Schedule of Changes in the Net Pension Liability and Related Ratios includes the detailed changes in the systems total pension liability, changes in the systems net position, and the ending net pension liability. It also demonstrates the plan's net position as a percentage of the total pension liability and the net pension liability as a percentage of covered payroll.

B. Schedule of Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The total appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The total appropriations are payable on July 1 and January 1. Employers may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual employer contributions may be less than the "total appropriation". The pension fund appropriations are allocated amongst employers based on covered payroll.

C. Schedule of Investment Return

The money weighted rate of return is calculated as the internal rate of return on pension plan investments, net of pension plan investment expense. A money weighted rate of return expresses investment performance, net of pension plan investment expense, adjusted for the changing amounts actually invested. Inputs to the money weighted rate of return calculation are determined monthly.

Pension Plan Schedules - TownA. Schedule of the Town's Proportionate Share of the Net Pension Liability

The Schedule of the Town's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

B. Schedule of Town's Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The Town's appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The Town's appropriations are payable on July 1 and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual Town contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town based on covered payroll.

C. Schedule of the Special Funding Amounts of the Net Pension Liabilities

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total liability.

D. Changes in Assumptions

- The administrative expense assumption was increased from \$430,000 for calendar year 2018 to \$460,000 for calendar year 2020.
- A liability for anticipated net 3(8)(c) payments was included in the liability for retired participants and beneficiaries based on net 3(8)(c) benefits paid in 2018 and 2019 and the average characteristics of retired participants and beneficiaries.

E. Changes in Plan Provisions

None.

NOTE C – OTHER POSTRETIREMENT BENEFITS

The Town of Brookline administers a single-employer defined benefit healthcare plan (“the Plan”). The Plan provides lifetime healthcare, dental and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan with the Group Insurance Commission of the Commonwealth of Massachusetts (GIC), which covers both active and retired members. Additionally, retired teachers and their spouses receive health insurance through the GIC. Each participating municipality is assessed for the governmental share of health, dental and life insurance premiums paid on behalf of its retired teachers by the state.

The Other Postemployment Benefit PlanA. Schedule of changes in the Town’s Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the Town’s Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan’s total OPEB liability, changes in the Plan’s net position, and ending net OPEB liability. It also demonstrates the Plan’s net position as a percentage of the total liability and the Plan’s net other postemployment benefit liability as a percentage of covered-employee payroll.

B. Schedule of the Town’s Contributions

The Schedule of the Town’s Contributions includes the Town’s annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Town is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll. Actuarially contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates are as follows:

Valuation date.....	June 30, 2018
Actuarial cost method.....	Entry Age Normal
Amortization method - UAAL..	Level percent of payroll
Asset valuation method.....	Market value
Investment rate of return.....	7.20%.
Healthcare cost trend rate.....	Medical and Prescription Drug: 7.50% decreasing by 0.50% for 7 years to an ultimate level of 5.00%. Medicare Part B Premium: 5.00%. Contributions: Retiree contributions are expected to increase with medical trend.
Discount rate.....	7.20%

4.50% for Group 1 (excluding teachers) and Group 2 employees. 4.75% for Group 4 employees. Service related increases for teachers: 7.50% decreasing over 20 years to an ultimate level of 4.00%.

Mortality rates..... Pre-Retirement: RP-2014 Blue Collar Employee Mortality Table projected generationally using Scale MP-2017

Healthy Retiree: RP-2014 Blue Collar Healthy Annuitant Mortality Table projected generationally using Scale MP-2017

Disabled Retiree: RP-2014 Blue Collar Healthy Annuitant Table set forward one year projected generationally using Scale MP-2017.

Pre-Retirement (Teachers): RP-2014 White Collar Healthy Mortality Table projected generationally using Scale MP-2016.

Healthy (Teachers): RP-2014 White Collar Healthy Annuitant Mortality Table projected generationally using Scale MP-2016.

Disabled (Teachers): RP-2014 White Collar Healthy Annuitant Mortality Table set forward 4 years projected generationally using Scale MP-2016.

C. Schedule of Investment Returns

The Schedule of Investment Returns includes the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

D. Changes of Assumptions

The impact of the excise tax on high cost health plans (part of the Patient Protection and Affordable Care Act) was removed, as the tax was repealed effective December 20, 2019.

E. Changes in Plan Provisions

None.



TOWN of BROOKLINE

Massachusetts

MELVIN A. KLECKNER
TOWN ADMINISTRATOR

333 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS 02445
TEL. (617) 730-2211
FAX: (617) 730-2054
www.brooklinema.gov

February 9, 2021

Brittany Kenny Gomes, Project Coordinator
Massachusetts School Building Authority
40 Broad Street, Suite 500
Boston, MA 02 109

Dear Brittany:

In accordance with 963 CMR 2.00, please find attached for your review and approval a revised Form comprising the new proposed membership of the School Building Committee for the Pierce School located in the Town of Brookline. The Committee was formed in accordance with the provisions of all applicable statutes, local charters, by-laws and agreements of the Town of Brookline Committee Members include the following:

Designation	Name and Title	E-Mail Address and Phone Number	City or Town Resident?	Voting Member
SBC member who is MCPPO certified	Tony Guigli, Owner's Project Manager	tguigli@brookline.ma.gov (617) 730-2044	No	No
Local Chief Executive Officer	Bernard Greene Select Board	bgreene@brooklinema.gov 857 225-0402	Yes	Yes
Administrator or Manager	Melvin Kleckner, Town Administrator	mkleckner@brooklinema.gov (617) 730-2210	No	Yes
School Committee Member (minimum of one)	Andy Liu	Andy_liu@psbma.org 617 797-8726	Yes	Yes
	Helen Charlupski	Helen_charlupski@psbma.org 617 566-5329	Yes	Yes
Superintendent of Schools	Dr. Jim Marini Interim Superintendent of Schools	Jim_marini@psbma.org 617 730-2401	No	Yes

7.A.

Local Official responsible for Building Maintenance	Charlie Simmons, Director of Public Buildings	csimmons@brooklinema.gov 617 730-2185	No	Yes
Representative of Office authorized by law to construct school buildings	Daniel Bennett, Building Commissioner	dbennet@brooklinema.gov 617 730-2099	No	Yes
School Principal	Lesley Ryan-Miller	Lesley_ryan_miller@psbma.org 617 730-2580	No	Yes
Member knowledgeable in educational mission and function of facility	Michelle Herman Deputy Superintendent	Michelle_herman @psbma.org 617 730-2401	No	No
Local budget official or member of local finance committee	Carol Levin, Advisory (Finance)Committee	carolslevin@mac.com 617 731-0166	Yes	Yes
Members of community with architecture, engineering and/or construction experience	Steve Heikin, Planning Board	steveheikin@gmail.com 617 270-1182	Yes	Yes
	Ken Kaplan, Building Commission	kkaplan@kaplancorp.com 617 232-3300	Yes	Yes
Other: Please provide brief background info/expertise (see below)	Mary Ellen Normen Assistant Superintendent of Schools Administration & Finance	Maryellen_normen@psbma.org 617 730-2424	No	No
	Melissa Goff Deputy Town Administrator	mgoft@brooklinema.gov 617 730-2205	No	No
	Aaron Williams, school parent	aaroncwilliams@g.mail.com 617 784-7909	Yes	Yes
	Nurit Zzucker, school parent	Nurit_zuker@me.com 617 669-9651	Yes	Yes
	Nancy O'Connor Vice Chair of parks and Recreation Commission	nwalshoconnor@gmail.com 617 232-4692	Yes Yes	Yes Yes
	Matt Gillis Director of Operations (Schools)	Matt_gillis@psbma.org 617 730-2419	No	No

After approval of this committee by the Authority, Brookline will notify the authority in writing within 20 calendar days of any changes to the membership or duties of said committee

Sincerely,

Melvin A. Kleckner
Town Administrator

Approved by MSBA _____ Date _____



TOWN of BROOKLINE

Massachusetts

SELECT BOARD

BERNARD W. GREENE, Chair
HEATHER A. HAMILTON, Vice Chair
NANCY S. HELLER
RAUL A. FERNANDEZ
JOHN VANSCHOYOC

MELVIN A. KLECKNER
Town Administrator

333 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS 02445

(617) 730-2200
FAX: (617) 730-2054
www.BrooklineMA.gov

February 9, 2021

Rebecca Frawley Wachtel, Director
Low Income Housing Tax Credit Program
Department of Housing & Community Development
100 Cambridge Street
Third Floor
Boston, Massachusetts 02114

RE: Proposed 40B—32 Marion Street Brookline MA

Dear Ms. Wachtel:

Thank you for the opportunity to provide comments on the application for Site Approval submitted by the Brookline Housing Authority (BHA) to construct a project consisting of a total of 139 low-income rental units at 32 Marion Street.

The Select Board has requested comments from municipal departments, boards and commissions and held a public hearing on February 2nd to solicit input from interested parties. I am attaching written comments submitted to the Select Board relative to this application.

The Select Board is pleased to not only support this application but to strongly encourage that DHCD issue favorable and expeditious approval to proceed. The proposed construction of a new facility on the grounds of the current Col. Floyd Apartments represents an exciting opportunity to significantly improve and expand our supply of affordable housing units for seniors and the disabled. This project will build upon a strong and long-term partnership between the Town of Brookline and BHA. As you are aware, the Town anticipates committing \$6.525 million in Housing Trust Funds to this project based on recent Town Meeting approval of a private development project. These funds, provided by the developer of a senior life care facility in fulfillment of the Town's Inclusionary Zoning requirements, were expressly negotiated by the Town with the intent of dedicating them to the Col. Floyd senior housing project.

The Board would like to take this opportunity to acknowledge the thoughtful design of the project that seeks to respect the abutting properties and neighborhood. We are confident that the applicant will work

8.A.

with the Zoning Board of Appeals (ZBA) to address any issues that may emerge relative to this application. Planning Department staff will reach out to the BHA to explain the nature of the plans and studies that the Town typically requests be included in a Comprehensive Permit application.

We look forward to continuing to work with the BHA, ZBA and DHCD to make this project a reality.

Thank you for your consideration.

Sincerely,

Bernard Greene, Chair
Brookline Select Board

Attachments



Town of Brookline

Massachusetts

HOUSING ADVISORY BOARD

Roger F. Blood, Chair
 Pam Goodman
 Heather Hamilton
 Steven A. Heikin
 Michael H. Jacobs
 Jonathan Klein
 Rita McNally
 Jennifer M. Raitt

333 Washington Street
 Brookline, MA 02445
 (617) 730-2130
 FAX (617) 730-2442

To: Board of Selectmen

From: Housing Advisory Board

Re: 32 Marion Street – Project Eligibility Letter

Date: January 19, 2021

The Housing Advisory Board unanimously supports the Brookline Housing Authority's request for approval of site eligibility for its upcoming project at 32 Marion Street. The current property, a federally subsidized public housing development, contains 60 units in two-story, walk-up buildings which are in drastic need of modernization. The BHA's plan to replace these obsolete units with a total of 139 units over two phases of construction will provide much needed housing for low-income seniors that is both modern and conveniently located to public transportation, robust services, and medical facilities at the Longwood Medical area.

This project represents the third of six projects planned by the BHA to modernize and expand its federally-subsidized housing portfolio by leveraging HUD's Rental Assistance Demonstration and Section 18 Demo/Dispo programs as well as significant state subsidies. The Town has supported this preservation effort since its inception in 2016. In July of 2020, we closed on \$1.35 million in Town-controlled funding to support the substantial rehabilitation of 99 low-income housing units at 90 Longwood along with the BHA's offices. In total, the BHA's preservation initiative will ensure that over 500 affordable housing units will continue to serve Brookline's low-income senior population for many years to come.

In the spring of 2020, Town Meeting approved a proposal to accept a \$6.525 million dollar payment from WellTower to the Town's Housing Trust to be earmarked for this project. These funds will be paid in order to fulfill WellTower's obligation under the Town's Inclusionary Zoning by-law for its planned independent and assisted living project at the former Newbury College campus on Fisher

8.A.

Hill. By utilizing these Town-controlled resources, the project will leverage significant state resources needed to rebuild and significantly add to the total number of units at 32 Marion Street.

Since early 2020, The Housing Authority has been actively planning for the project by engaging a project architect, undergoing financial modeling, and holding meetings with current tenants, neighborhood residents, and Town leaders to discuss the project's design and program. The BHA has also met several times with the HAB to discuss progress as well as with the Massachusetts Department of Housing and Community Development which will act as the Subsidizing Agency and provide much-needed state subsidies.

The Housing Advisory Board has encouraged the BHA to propose a project that maximizes the number of new affordable units while doing so under a design and scale concept that is congruent with the scale of development in the surrounding area. The HAB believes that, under this plan, the BHA has done both.

The Housing Advisory Board strongly urges the Select Board to support this PEL request and encourages the Board to convey its support for the project to DHCD and the Town's Zoning Board of Appeals. The opportunity for securing state subsidies within the next funding round will be contingent on the ZBA permitting the project by October of this year.

Thank you for your consideration and we look forward to working with the Select Board and the BHA to bring this important project to fruition over the next several years.

Via EMAIL and U.S. Mail
asteinfeld@brooklinema.gov

February 1, 2021

Alison Steinfeld, Director
 Department of Planning and
 Development
 1000 Commonwealth Avenue
 Brookline, MA 02459

RE: 32 Marion Street, Comprehensive Permit Application/M.G.L. c. 40B

Dear Ms. Steinfeld,

Please be advised that this firm and the undersigned represent 10 Addresses, LLC (hereinafter, the "LLC"). The LLC is the owner of the property known as and numbered 7 Vernon Street, Brookline. 7 Vernon Street, Brookline is a corner abutter to the site known as and numbered 32 Marion Street which, as you are aware, is the subject of a proposed comprehensive permit application (hereinafter, "40B") soon to be filed by the Brookline Housing Authority (hereinafter, "BHA"). As you know, the BHA seeks to demolish the Col. Floyd Apartments currently located on the site, and to reconstruct the same thereby increasing the number of units to more than double that which is presently existing on the site, while only adding approximately 3 additional parking spaces. The LLC is requesting to become actively involved in all conversations, discussions, and communications relative to this proposed 40B project due to the expected impacts it will have on the building and occupants of 7 Vernon Street, after it is built, as well impact occasioned by construction. The LLC¹ is requesting that its legal counsel be provided with notice of all meetings with respect to this 40B, as well as all plans and submissions by the BHA applicant.

The LLC and its representatives were registered and present, via zoom, at last Thursday night's meeting of the Brookline Planning Board (hereinafter "Board"), during which they waited several hours for the Board to hear the matter of 32 Marion Street, which according to the Board's agenda, was scheduled to be discussed at approximately 9:00. As you may know, at approximately 10:30 p.m., in recognition of the late hour and having other "important" business to conduct, specifically the Final Design Review for 280 Harvard Street, the Board determined

¹ The LLC is hereby requesting that its legal counsel receive all such notices, information and filings.

that it would reduce any discussion on the 32 Marion Street project, to a writing for submission to the Select Board in time for the meeting on February 2, 2021. While a representative of the LLC did request to be heard, by way of the "chat" feature on the zoom application, she acknowledged that in the alternative a letter would be submitted. While the LLC and its representatives plan to attend the meeting on February 2, 2021, and may request to be heard at such time, it wishes to memorialize some of its issues with the BHA's proposed 40B, prior thereto, in line with its suggestion on the chat at Thursday night's meeting.

Accordingly, please note that notwithstanding the address of the LLC's property as 7 Vernon Street, its building is in a U shape, and fronts along Vernon Street, Harvard Street and Foster Street, which is a short private way. In addition to the Col. Floyd Apartments, the BHA also owns and operates the property having an address of 190 Harvard Street, also known as the Kickham Apartments. As you may know, the Kickham Apartment building has two front entrances, one on Harvard Street and one on Foster Street. It also has an off-street parking area located on Foster Street, situated directly across the street from the LLC's building. The Kickham Apartments contains 40 units and its open space areas, while not intended for use as such, do serve as the parking area for BHA trucks and vehicles. Apparently, this is due to the BHA lacking any yard or parking area for its employees or vehicles. The Kickham Apartments also lacks a designated parking area for its residents, guests, or invitees, including delivery vehicles as well as what is known as "the Ride." All of the foregoing results in a splattering of vehicles routinely located in various areas of Foster Street, including illegally parked vehicles both on the street, as well as in areas located exclusively on BHA property, but which areas are not approved or designated parking areas. By way of example, BHA trucks and vehicles regularly park on the grassy, open space area nearby a tree, on the left side of the main entrance, as well as in the driveway and sidewalk area on Foster Street. In addition, cars, trucks and delivery vehicles park on the Foster Street throughout the day and evening hours. Currently, and for the last several years, the LLC has been burdened and impacted by not only this illegal parking, but also by a number of new vehicles trips traveling over this small, dead end private way due to the Foster Street entrance to Kickham Apartments. Furthermore, the Kickham Apartments building serves as a distribution center for Meals on Wheels. Notwithstanding this worthy cause, Meals on Wheels necessitates several vehicle trips, up and down Foster Street throughout each day, and also results in the temporary, illegal parking of vehicles. Accordingly, on any given day, there are an unusually high number of vehicles driving up and down Foster Street which are illegally parking in various locations. The same not only presents an eye sore, but also renders vehicular travel by the residents of the LLC's property, at times, difficult, annoying, and sometimes near impossible.

It is the understanding of the LLC, that the BHA intends to utilize the small portion of this private way known as Foster Street, which is abutted by the LLC and the Kickham Apartments, for through traffic in connection with the proposed 40B project. As an abutter, and owner of the private way, the LLC is extremely concerned about the exacerbation of the already existing negative impacts and overuse of this way, which will surely result from further use by the residents and visitors of the proposed 40B, as well as BHA employees. As such, the LLC would

like to be actively engaged in all conversations with local boards, including the Planning Board, Select Board, ZBA and Fire Department, as this project proceeds forward.

Please note, at this juncture, it is the intention of the LLC to work with the Town of Brookline, its fine Boards and the BHA to address the issues above highlighted, so that a mutually satisfactory and permanent resolution may be achieved for all involved parties. The LLC's primary issue is the illegal parking of vehicles on Foster Street, which are not parked in designated or approved parking areas and which have the effect of impeding or making access down Foster Street, difficult. Parking on the grassy areas of the BHA property, also creates an eyesore and detracts from the use of the open space on the BHA property. The LLC has had a good working relationship with both the Town of Brookline as well as its neighbor, the BHA, and would like the same to continue. We would appreciate it if you would incorporate our comments into your submission to the Select Board, in time for the up-coming meeting on Tuesday. This letter may be read into the record at Tuesday night's meeting as well.

Should you have any questions concerning the foregoing, please do not hesitate to contact me.

Respectfully submitted,
10 Properties, LLC
By its attorney,

Sharon M. Petrillo

cc:
ZBA
cleis@brooklinema.gov

GREENBAUM, NAGEL, FISHER & PALIOTTI, LLP

ATTORNEYS AT LAW

200 HIGH STREET, 5TH FLOOR
BOSTON, MASSACHUSETTS 02110

(617) 423-4300

FACSIMILE (617) 482-5067

SHARON M. PETRILLO
smpetrillo@greenbaumnagel.com**Via EMAIL and U.S. Mail**
aasteinfeld@brooklinema.gov

February 5, 2021

Alison Steinfeld, Director
Department of Planning and
Development
333 Washington Street
Brookline, MA 02455RE: 32 Marion Street, Comprehensive Permit Application/M.G.L. c. 40B

Dear Ms. Steinfeld,

As you know, this firm and the undersigned represent 10 Addresses, LLC (hereinafter, the "LLC"). The LLC is the owner of the property known as and numbered 7 Vernon Street, Brookline and is an abutter to 32 Marion proposed comprehensive permit application (hereinafter, "40B") soon to be filed by the Brookline Housing Authority (hereinafter, "BHA"). Please direct and refer this correspondence, as well as our prior correspondence dated February 1, 2021, to the Town of Brookline Select Board ("Select Board"), who is, pursuant to its "Notice of Hearing" as well as its hearing which occurred on February 2, 2021, seeking "public input so that it may prepare its formal comments on the proposed project to DHCD for its consideration."

Accordingly, in addition to the comments stated in our letter to you dated February 2, 2021, with respect to the Private Way known as Foster Street and the exacerbation of traffic issues already in existence there, as set out in such letter, we wish the Select Board to be aware of the following information.

Firstly, according to the Department of Housing and Community Development ("DHCD"), the Town of Brookline's ("Town") Subsidized Housing Inventory ("SHI"), which was updated as of December 21, 2020, is 10.2%.¹ As such, the Town has exceeded its threshold for the provision of affordable housing which is presumed to be consistent with local needs pursuant to Massachusetts law and regulations. There has been no meaningful discussion on this subject, during any of the prior public meetings before the BHA or the Select Board. As you know, having a SHI inventory of 10.2% will allow the Zoning Board of Appeals ("ZBA") the ability to

¹ As of December 4, 2018, the Town's SHI was 9.87%, according to DHCD.

GREENBAUM, NAGEL, FISHER & PALIOTTI, LLP

invoke a "safe harbor" status, during which it may still approve the 40B application, but allow it to gain maximum control over the proposed 40B development and approve the same with conditions most beneficial for the town, abutters and its residents, without the threat of the same being over turned by the Housing Appeals Committee. The invocation of a "safe harbor" would seem to be in the best interests of the residents of the Town of Brookline, and allow it to approve a 40B application, while ensuring that sufficient local controls and conditions are made a part of any approved permit, which would have lasting and binding effect. There would seem to be no good reason for the ZBA to not invoke the safe harbor since it is in the best interest of the residents of the Town, and will provide the Town with a measure of control over this proposed 40B project, that it normally would not have, since without it, any decision would be appealable to the Housing Appeals Committee. The LLC therefore, urges the Select Board to notify the DHCD of its 10.2% threshold at this stage of the process, and also request that the ZBA invoke "safe harbor" status for the Town, within fifteen (15) days of the opening of the public hearing. Should you disagree with the SHI inventory as above-stated, please specifically provide the name and address of the projects and the number of units which have been deducted from the inventory which the DHCH included in its calculations as of its most recent publication on December 21, 2020.

Secondly, and perhaps most importantly at this juncture, the site is not appropriate for the proposed 40B due to the "L" shaped, hard right angle formed by Foster Street Extension's intersection with a private way known as Foster Street. Specifically, Foster Street Extension's connection to Foster Street does not provide an adequate turning radius and is therefore, insufficient for travel by fire apparatus and other emergency vehicles who will be servicing the proposed highly populated building in which elderly and/or disabled residents will reside exclusively. Due to the anticipated makeup of the resident population at this proposed building, emergency vehicles will be called to this site on a very frequent basis. Emergency vehicles and fire apparatus will be precluded from turning and will be incapable of making the sharp, L shaped turn as it appears on the plans to date. As such, these vehicles will be left with no other option but to back up and down Foster Street Extension out on to Marion Street or Harvard Street, both moderately busy public ways, in emergency situations. This issue, coupled with the traffic issues currently occurring on Foster Street, the proposed density at the site, which will eventually amount to more than double the units which are presently existing, once Phase 1 and II are constructed, render this site inappropriate for the proposed 40B project. The latter point is more fully discussed in my letter to you dated February 1, 2021.

Lastly, this project does not appear to be proceeding with transparency. The application for project eligibility filed by DHCD was filed by the BHA, on behalf of a yet to be formed entity. While this may be allowed pursuant to state regulations, the BHA is a public agency, and thus is not a proper limited dividend entity to receive a Project Eligibility Letter from the DHCD. At the public hearings thus far, no other partner or entity other than the BHA serving as the applicant for this project has been mentioned. The public has a right to know with whom, if anyone, the BHA is partnering for this project and is entitled to this information as a part of the process. The BHA, as an applicant, may proceed through this project under a cloak of altruism not likely afforded to private developers who also apply for 40B permits. In the event that the BHA has undisclosed partners, the same should be made known to the public. The BHA should not be permitted to represent that it is the exclusive applicant of this project, thereby garnering

GREENBAUM, NAGEL, FISHER & PALIOTTI, LLP

community support and trust which may not be so easily given to a private developer. Please ensure that the public is notified as to the true developer of this proposed 40B and/or any partner(s) of the BHA.

In this same vein, it has been represented that the only violations of the town's zoning code implicated by this project involved only the number of parking spaces and FAR. According to the multiple requested waivers indicated on the Application for Eligibility/Site Approval submitted to DHCD, this is not the case. Again, we would ask that you urge the BHA to rectify these areas in its next presentation.

Should you have any questions concerning the foregoing, please do not hesitate to contact me.

Respectfully submitted,
10 Properties, LLC
By its attorney,


Sharon M. Petrillo

cc:

selectboard@brooklinema.gov

**Proposed Revisions to the Small Business Development Committee's Original Charge
(Approved July 2019)**

The Small Business Development Committee will study and recommend methods (including funding requests and sources) to the Select Board to incubate, launch, recruit, and sustain small businesses in Brookline. Special attention will be paid to minority and women-owned businesses.

The committee will explore potential solutions to rising rents, regulatory restrictions, parking access, commercial displacement, and other headwinds facing small businesses.

The committee will consider the viability and recommend potential tools including business improvement districts, small business incubators, pop-up shops, co-working spaces, parklets, outdoor seating, galleries, public markets, and other options, as well as the role of the arts and special events in contributing to thriving businesses and communities.

The committee shall have no more than 15 members appointed to staggered 3-year terms and shall be chaired by a member of the Select Board, and include residents, a representative of the Chamber of Commerce and/or local business associations, small business owners, commercial property owners, a member and members with expertise in public art programming and, and a member with expertise in small business assistance. The Committee will be staffed by the Economic Development & Long-Term Planning Division.

Commented [MLM1]: Broaden this scope? Perhaps include groups identified in the state's [Supplier Diversity Program](#):

Minority Business Enterprises (MBEs)
Women Business Enterprises (WBEs)
Service-Disabled Veteran Business Enterprises (SDVOBEs)
Veteran Business Enterprises (VBEs)
Lesbian, Gay, Bisexual, and Transgender Business Enterprises (LGBTBEs)
Disability-Owned Business Enterprises (DOBEs)

Revised SBDC charge, committee vacancies and applicants

Meredith Mooney <mmooney@brooklinema.gov>

Wed 2/3/2021 4:17 PM

To: Devon Fields <dfields@brooklinema.gov>

Cc: Raul Fernandez <rfernandez@brooklinema.gov>; Kara Brewton <kbrewton@brooklinema.gov>

 1 attachments (29 KB)

Small Business Development Committee Charge_Proposed Revisions_Feb 2021.docx;

Hi Devon,

It was great talking to you earlier today! As a follow-up to our conversation, proposed revisions to the Small Business Development Committee's charge are attached. The key proposed changes to the original charge, which was approved in July 2019, include:

- Broadening the scope of the diverse business categories that the committee should pay special attention to;
- Removing the requirement that the committee be chaired by a Select Board member;
- Capping committee membership at 15 members; and
- Adding 3-year staggered terms for committee members.

Current SBDC Members:

1. Select Board Member Fernandez, Chair
2. Elias Audy
3. Raj Dhanda
4. Talia Glass
5. Melissa Tapper Goldman
6. David Leschinsky
7. Anne Meyers
8. Debbie G. Miller
9. Debbie Raisner Thompson
- Caitlin Starr, DICR Liaison*

Former SBDC Members (5 vacancies):

1. Mark Barer
2. Sam Glasgow
3. Sandy Machado
4. Annika Sarin
5. Steve Silverman

New SBDC Applicants (that I'm aware of):

1. Colleen Suhanosky (Café Rifrullo)
2. LeRoy Watkins (Viking Sports)
3. Jenn Mason (Curds & Co. and The Novel Kitchen)
4. Andrew Weiner (Catering by Andrew)
5. David Gladstone (Brookline Bank, Brookline Chamber of Commerce)
6. Tracy Chen

I'll tune into the February 9th meeting to listen to Select Board discussion about the revised charge and committee applicants, and will be ready to follow-up with the newly appointed members after the February 16th Select Board meeting.

2/5/2021

9. Mail - Devon Fields - Outlook

Thank you for all of your help, Devon!

Best,

Meredith

Meredith L. Mooney

Economic Development & Long-Term Planner

Department of Planning & Community Development

Town of Brookline, MA

617-264-6478

Town-BHA Working Group Partnership

Brookline's Town-BHA Working Group Partnership is designed to more formally bring stakeholders together to better understand and meet the needs of ~~the residents of~~ Brookline's Housing Authority and its residents. Through its work, the Working Group partnership will increase awareness among the Brookline community and elected officials of the purpose, operation, and funding of public housing, as well as the critical needs of residents. A central focus will be mobilizing permitted funding from Town, BHA, State, Federal, and private sources to invest investing in the long-term viability of the BHA and the wellness and prosperity of residents.

Membership will consist of:

Town of Brookline

- Select Board Member (co-chair)
- ~~Additional Select Board Member~~
- Town Administrator, or designee
- Advisory Committee Chair, or designee
- Housing Advisory Board Chair, or designee

Brookline Housing Authority

- BHA Executive Director (co-chair)
- BHA Board of Commissioners Chair
- BHA Director of Redevelopment
- BHA Director of Maintenance
- BHA Elderly Service Coordinator
- BHA Family Property Resident
- BHA Senior Property Resident

Community Organizations

- Brookline Community Foundation Executive Director
- Brookline Center for Mental Health Chief Executive Officer
- Steps to Success Executive Director
- Brookline Food Pantry Executive Director

Members will meet at least quarterly. The two resident members will be appointed by the Select Board to staggered two-year terms. All other members will serve by virtue of their position. Community organizations may send a designee when the director is unavailable.

The co-chairs will present to the Select Board and BHA Board of Commissioners annually on the work of the Working Group, including recommendations on the application of available funding and additional funding sources that can be sought by the BHA partnership.

BROOKLINE TOWN MODERATOR**REQUEST TO CALL REMOTE ANNUAL TOWN MEETING**

To the Brookline Select Board:

Pursuant to and as described in section 8(a) of Chapter 92 of the Acts of 2020 of The Commonwealth of Massachusetts, I hereby request that the Select Board call for the Annual Town Meeting scheduled to be held on May 18, 2021, and any Special Town Meeting to be held concurrently with the Annual Town Meeting, to be held through remote participation. In connection with such request, I submit the following information:

1. I have determined that it is necessary and in the best interests of the Town, in view of the COVID-19 pandemic, that these Town Meetings be held through remote participation of the Town Meeting Members and other participants rather than as in-person meetings.
2. I have determined that the optimum remote participation platform to use for such meetings is a combination of the Zoom video system and telephone conference call. In addition, members of the general public who wish to view the proceedings may do so via the video streaming service provided by Brookline Interactive Group in real time at brooklineinteractive.org/live or on RCN Channel 15 or Comcast Channel 23.
3. I confirm that I have consulted with the Town's Director of Health and Human services, who concurs with this request, and have consulted with the chair of the Brookline Commission on Disability concerning possible accommodations for persons with disabilities who wish to participate in these meetings.
4. I hereby certify that we have utilized the aforesaid video and telephone conferencing platforms at the 2020 Annual Town Meeting and the November 2020 Special Town Meetings, and that their use would satisfactorily enable the May 2021 meetings to be conducted in substantially the same manner as if the meetings occurred in person at the Brookline High School auditorium and in accordance with the operational and functional requirements of Chapter 92.
5. Registered voters residing in the Town wishing to participate in these virtual meetings will be required to submit a request to participate to the Town Clerk not less than 48 hours in advance of the session in which they wish to participate, and the Town Clerk will verify the requester's voter registration status and provide the requester with instructions for participation. Persons other than resident registered voters will be permitted to participate so long as they comply with the aforesaid notice provision.

Respectfully submitted,

/s/ Edward N. Gadsby, Jr.,

Town Moderator

February 3, 2021

FW: Virtual Town Meeting Moderator request

Melvin Kleckner <mkleckner@brooklinema.gov>

Wed 2/3/2021 12:09 PM

To: Devon Fields <dfields@brooklinema.gov>**Cc:** Melissa Goff <mgoft@brooklinema.gov>; Linda Golburgh <lgolburgh@brooklinema.gov>; Joslin Murphy <jhmurphy@brooklinema.gov>; SGadsby@foleyhoag.com <SGadsby@foleyhoag.com> 1 attachments (24 KB)

FHBOSTON-#5141067-ver3-Request for Remote TM per statute.docx;

I think this has been sufficiently explained and vetted. Please place the attached revised resolution on for a Board vote next week. Please include this string of e-mail communication as backup information for this item.

Thank you Sandy for being responsive to this issue.

Mel

From: Gadsby, Sandy [mailto:SGadsby@foleyhoag.com]**Sent:** Wednesday, February 03, 2021 10:50 AM**To:** Raul Fernandez; Joslin Murphy; Melissa Goff**Cc:** Linda Golburgh; Bernard Greene; Melvin Kleckner; Nancy Heller; Heather A. Hamilton; John VanScoyoc**Subject:** Re: Virtual Town Meeting Moderator request

Raul:

I now understand your concern. So let me explain the situation to you.

That sentence in my virtual meeting request reflects the enabling state statute quoted in Joslin's email below. The purpose of that part of the law has to do principally with security, as it provides a screening method that Towns can use to control and monitor those who are permitted to join a virtual meeting. I don't know why the statute is limited to registered voters, but it is not explicitly limited to that class nor do I interpret it in that manner. In any event, registration with the Town Clerk gives us a means of identifying potential speakers and obtaining their email addresses so that we can provide them with the means of joining the meeting.

As I hope you are aware, I have never denied anyone the opportunity to speak at our Town Meeting, although non-TMM speakers are subject to certain speaker priority rules such as a rule giving speaking priority to TMMs and those individually and directly affected by the article in question and further subject to the right of Town Meeting to terminate debate before a scheduled speaker is heard. I have also always permitted, and indeed encouraged, students who are not registered voters to speak. And I permit non-residents to speak, subject to the right of Town Meeting to deny them the opportunity.

Insofar as the governing statute does not prevent me from allowing non-voters to participate in our meetings, I intend to permit any non-voter who registers in a timely manner with the Town Clerk to be given that opportunity. While I do not think it is absolutely necessary to include that in my formal request for a virtual meeting, I have no reservations about doing so and enclose a revised submission herewith. It should be substituted for the original submission. [Melissa, please note.]

Please let me know if you have any other questions or concerns.

Regards, Sandy Gadsby

From: Raul Fernandez <rfernandez@brooklinema.gov>
Sent: Wednesday, February 3, 2021 9:41 AM
To: Gadsby, Sandy; Joslin Murphy; Melissa Goff
Cc: Linda Golburgh; Bernard Greene; Melvin Kleckner
Subject: Re: Virtual Town Meeting Moderator request

****EXTERNAL****

Sandy, I can clarify. The sentence at issue was this one:

Registered voters residing in the Town wishing to participate in these virtual meetings will be required to submit a request to participate to the Town Clerk not less than 48 hours in advance of the session in which they wish to participate, and the Town Clerk will verify the requester's voter registration status and provide the requester with instructions for participation.

As you know, non-voters like young people and non-citizen residents have spoken, with proper notification and approval of the Moderator, at previous Town Meetings. This section seems to indicate that only registered voters will have that privilege at the upcoming virtual Town Meeting. Is this a change that you intended? If not, can this section be amended to reflect the usual practice at Town Meeting?

Thank you.

Raul

Raul Fernandez

Brookline Select Board Member

Please give to Brookline's Safety Net Fund<<https://www.brooklinecommunity.org/bcf-safety-net-fund>>, providing emergency funding for rent, utilities, food and other needs to anyone who lives, works, or goes to school in Brookline. That includes Brookline's METCO families, small business owners, and employees – all regardless of immigration or documentation status. Assistance is available in multiple languages. Call 617-277-8107 for support.

From: Gadsby, Sandy <SGadsby@foleyhoag.com>
Date: Tuesday, February 2, 2021 at 10:07 PM
To: Joslin Murphy <jhmurphy@brooklinema.gov>, Melissa Goff <mgoft@brooklinema.gov>
Cc: Linda Golburgh <lgolburgh@brooklinema.gov>, Bernard Greene <bgreene@brooklinema.gov>, Nancy Heller <nancyhellerbrookline@gmail.com>, Raul Fernandez <rfernandez@brooklinema.gov>, Heather A. Hamilton <hhamilton@brooklinema.gov>, John VanScoyoc <jvanscoyoc0@gmail.com>, Melvin Kleckner <mkleckner@brooklinema.gov>
Subject: Re: Virtual Town Meeting Moderator request

Melissa et al:

Joslin has cited (in bold) the section of the enabling statute to which the bold section of my request for a virtual 2021 ATM was responsive. The background is, however, a little more complicated. At the ATM in June and the STM in the Fall, I interpreted the statute as requiring a member of the public to give notice to the Town Clerk 48 hours before the first session of Town Meeting in order to be able to participate in any session of the meeting. As a result of comments from TMMs after the Fall Town Meeting, I re-interpreted the statute to permit members of the public to participate in a particular session of Town Meeting so long as they give notice 48 hours prior to the session in which they wished to participate. So, in accordance with my request relating to the 2021 ATM, I have broadened the opportunity for public participation.

I believe that the statute can be read to support either of the two interpretations described in the preceding paragraph. I have settled on the more liberal interpretation for our next meeting, even though this means more work for the moderator, and would be quite surprised if the SB has a problem with this. Please let me know if I should plan to participate in the SB meeting at which this issue is reconsidered.

Regards, Sandy Gadsby

From: Joslin Murphy <jhmurphy@brooklinema.gov>
Sent: Tuesday, February 2, 2021 9:23 PM
To: Melissa Goff; Gadsby, Sandy
Cc: Linda Golburgh
Subject: Re: Virtual Town Meeting Moderator request

****EXTERNAL****

Section 8(a) of Chapter 92, Acts of 2020:

A video or telephone conference platform used by a town meeting for remote participation under this section shall, at minimum, provide for the ability for: (i) the moderator, town meeting members, town officials and any other interested members of the public to identify and hear the moderator and each town meeting member who attends and participates in the remotely-held town meeting, as well as any other individuals who participate in the remotely-held town meeting; (ii) the ability to determine whether a quorum is present; (iii) a town meeting member, town official or other individual to request recognition by the moderator without prior authorization; provided, however, that to the extent technologically

feasible, the request is visible or audible to the public in real time and upon review of the recording of the town meeting proceedings, preserved according to subsection (h); (iv) the moderator to determine when a town meeting member wishes to be recognized to speak, make a motion, raise a point of order or object to a request for unanimous consent; (v) the moderator to recognize a town meeting member, town official or other individual to speak and to enable that person to speak; (vi) the ability to conduct a roll call vote; (vii) any interested members of the public to access the meeting remotely for purposes of witnessing the deliberations and actions taken at the town meeting; and (viii) the town meeting to be recorded.

Registered voters residing in the town wishing to participate in a remote town meeting conducted pursuant to this section shall submit a request to participate to the town clerk not less than 48 hours in advance of the town meeting. Upon receipt of the request and verification of the requester's voter registration status, the clerk shall provide to the requester instructions for participating in the remote town meeting.

From: Melissa Goff <mgoff@brooklinema.gov>

Sent: Tuesday, February 2, 2021 9:02 PM

To: SGadsby@foleyhoag.com<mailto:SGadsby@foleyhoag.com> <SGadsby@foleyhoag.com>

Cc: Linda Golburgh <lgolburgh@brooklinema.gov>; Joslin Murphy <jhmurphy@brooklinema.gov>

Subject: Virtual Town Meeting Moderator request

Sandy,

The Board did not vote this tonight as they wanted clarity on the rules for signup as listed under item number 4 bolded below:

I hereby certify that we have utilized the aforesaid video and telephone conferencing platforms at the 2020 Annual Town Meeting and the November 2020 Special Town Meetings, and that their use would satisfactorily enable the May 2021 meetings to be conducted in substantially the same manner as if the meetings occurred in person at the Brookline High School auditorium and in accordance with the operational and functional requirements of Chapter 92. Registered voters residing in the Town wishing to participate in these virtual meetings will be required to submit a request to participate to the Town Clerk not less than 48 hours in advance of the session in which they wish to participate, and the Town Clerk will verify the requester's voter registration status and provide the requester with instructions for participation.

They were looking to understand the authority behind requiring registered voter verification (state law? Moderator ruling?), and what the process was for non-town residents that may want to participate would follow. We will put this back on the calendar for a vote before the warrant is executed.

Thanks,

Melissa

Melissa Goff, Deputy Town Administrator

She/Her/Hers

Town Hall, 6th Floor

333 Washington St.

Brookline, MA 02445

(617) 730-2205 (617) 730-2054 (fax)

www.brooklinema.gov<<http://www.brooklinema.gov>>><<http://www.brooklinema.gov>>

[Description: Description: Description: Description: TownSealColorSmall] <<http://brooklinema.gov/>>
 [Description: Description: Description: Description: FB-logo] <<https://www.facebook.com/brooklinema>>
 [Description: Description: Description: Description: TwitterLogo]
 <<https://twitter.com/TownofBrookline>>

[Description: Description: Description: Description: BrookONline]
 <<http://brooklinema.gov/912/BrookONLine>>

Any tax advice included in this document and its attachments was not intended or written to be used, and it cannot be used, for the purpose of avoiding penalties under the Internal Revenue Code.

This email message and any attachments are confidential and may be privileged. If you are not the intended recipient, please notify Foley Hoag LLP immediately -- by replying to this message or by sending an email to postmaster@foleyhoag.com -- and destroy all copies of this message and any attachments without reading or disclosing their contents. Thank you.

For more information about Foley Hoag LLP, please visit us at
www.foleyhoag.com<<http://www.foleyhoag.com>>[%3e]>.

Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Thu 12/24/2020 9:10 AM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the [open Board/Commission positions](#). We welcome your application and will respond to you quickly.

Name	Danny Stone
Address	[REDACTED]
Home Phone	[REDACTED]
Work Phone	Field not completed.
Email	[REDACTED]
Application for specific Board/Commission?	Cannabis Mitigation Advisory Committee
What type of experience can you offer this Board/Commission?	I am a Town Meeting Meeting Member in Precinct 10 with experience as a volunteer community organizer in Brookline. I have kept up to date with issues surrounding Sanctuary's opening, hearing input from Coolidge Corner business leaders, residents, our police department, and Sanctuary management.
What type of issue would you like to see this Board/Commission address?	I would like to join the Cannabis Mitigation Advisory Committee to get more involved in my precinct and community. I have a commitment to my serving my neighborhood. I am hoping to spend HCA funds prudently and in ways that strengthen Coolidge Corner.
Are you involved in any other Town activities?	I am a Town Meeting Meeting Member in Precinct 10 and a tenor in the Boston Cecilia Chorus.
Do you have time constraints that would limit your ability to attend one to two meetings a month?	No.
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	Field not completed.

Email not displaying correctly? [View it in your browser.](#)

12.B.

Neighborhood Representatives to the Cannabis Mitigation Advisory Committee

(As of 1/28/21)

From the Brookline Village neighborhood:

Matthew Hyatt, 87 Walnut Street -- 3 year term (expiring 2023)

Ana Otero, 12 White Place -- 2 year term (expiring 2022)

Alison Plante, 102 Walnut Street -- 1 year term (expiring 2021)

From the Coolidge Corner neighborhood:

VACANCY – 2 year term (expiring 2022)

Michael Zoorob, 45 Longwood Ave -- 1 year term (expiring 2021)

*Bruce Levin, 20 Webster Street #703 – potential 3 year term (expiring 2023)